

# FIRE FIGHTERS' AND POLICE OFFICERS' CIVIL SERVICE COMMISSION

CITY OF HOUSTON  
EXAMINATION ANNOUNCEMENT FOR  
THE POSITION OF

## Chief Communications Officer 2017

Houston Fire Department

### QUALIFICATIONS FOR

#### ELIGIBILITY TO TAKE TEST:

All Classified Fire Department Employees who have ever held a position for two (2) cumulative years or more in the classification of Communications Senior Captain and who have four (4) years actual service in the Houston Fire Department are eligible. In order to be promoted, applicants must comply with all applicable provisions of Chapter 143 of the Texas Local Government Code, in addition to the provisions of the Collective Bargaining Agreement.

#### DUTIES:

As assigned by the superior officer.

#### APPLICATION TO TAKE TEST:

**ONLY "on-line" applications will be accepted.** To apply for this examination, please log-on to: [www.houstonfire.org](http://www.houstonfire.org). Access to the internet and computer terminals may be found at The City of Houston Human Resources Department, 611 Walker, on the garden level or any Public Library. On-line applications must be submitted by 4:30 PM, Friday, April 14, 2017. **THERE ARE NO LATE SIGN-UPS ALLOWED.**

#### NOTE:

All information regarding education points and certification points **must** be turned in to HFD Human Resources before the promotional exam. The **deadline** to turn in your records for a promotional exam is **three (3) weeks prior** to the promotional examination date.

#### ORIENTATION:

Classified Testing will conduct a Test Process orientation on **Thursday, June 15, 2017** from 9:00AM to 12:00PM Noon and on **Friday, June 16, 2017** from 12:00PM Noon to 3:00PM. The orientations will be located at the EB Cape Center located at 4501 Leeland Street, Houston, Texas 77023. Please check at the front desk of the Cape Center for the room number. If unable to attend one of the scheduled sessions, please contact Classified Testing at HFDCST@houstontx.gov.

**\*Source Materials to be announced at a later date.\***

**DATE AND TIME  
OF EXAMINATION:**

The examination will be given at **the Learning and Development Center, 4501 Leeland Street, Houston Texas 77023 on Wednesday, July 12, 2017.**

**REASONABLE  
ACCOMMODATIONS:**

Please notify Classified Testing (HFDCST@houstontx.gov) if you will need special accommodations at the test site. You must submit the necessary documents **3 weeks before the exam date.**

Please note that rankings may be adjusted on this list as individuals returning from military service take a comparable examination, and are added to this list (Uniformed Services Employment and Reemployment Act).

**DATE ANNOUNCED: Wednesday, March 15, 2017**

Post Until: Friday, April 21, 2017

**AN EQUAL OPPORTUNITY EMPLOYER M/F**