SHREVEPORT MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD

POSTING NOTICE FOR A PROMOTIONAL CIVIL SERVICE EXAMINATION

ASSISTANT FIRE CHIEF

A written examination will be given within the next **ninety (90) days**, on a promotional basis to approved applicants for the purpose of placing names on the promotional employment list for the class of **ASSISTANT FIRE CHIEF** in accordance with the provisions of the Municipal Fire and Police Civil Service Law and the rules of the Shreveport Municipal Fire and Police Civil Service Board.

Application forms may be obtained from but must be returned to: Shreveport Municipal Fire and Police Civil Service Board located at 7300 Mansfield, Shreveport, Louisiana, 71108. Office phone: 318-673-6719, Fax number: 318-629-1986.

Completed applications and the required attachments must be received in the Civil Service Office listed above by **THURSDAY, OCTOBER 3, 2013 (OFFICE CLOSE AT 5PM/FAX UNTIL MIDNIGHT.)** Approved applicants will be notified least five (5) days prior to the examination date.

NOTE: WRITE YOUR COMPLETE ADDRESS ON THE APPLICATION WHICH CONTAINS APARTMENT NUMBERS, THE CITY, STATE AND ZIP. PLEASE INDICATE THE POSITION YOU ARE APPLYING FOR ON THE APPLICATION.

QUALIFICATION REQUIREMENTS FOR ADMISSION TO EXAMINATION

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application for admission to the examination. **Must** meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and passing a civil service examination for the position. **Must** be at least thirty (30) years of age; **Must** be a regular and permanent employee in good standing in a class of the next lower level; **After** offer of promotion, but before beginning work in this class, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Carol Bradley
Secretary, Fire and Police Civil Service Board
Sgt. Jason Brook
Chairman, Fire and Police Civil Service Board

POST THIS NOTICE FROM September 3, 2013 TO October 3, 2013
DO NOT REMOVE BY ORDER OF
THE MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD

THE CITY OF SHREVEPORT IS AN EQUAL OPPORTUNITY EMPLOYER

PLEASE POST AT ALL FIRE STATIONS AND PLACE IN DOCUMENT BOOKS