

SHREVEPORT MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD
POSTING NOTICE OF A PROMOTIONAL CIVIL SERVICE EXAMINATION
BATTALION 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 **Battalion 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 **DEADLINE DATE OF TUESDAY, DECEMBER 16, 2025 (OFFICE CLOSE AT 5PM/FAX UNTIL MIDNIGHT.)** Approved applicants will be notified at 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

Must be at least twenty-one (21) years of age.
Must be a regular and permanent employee in good standing in a class of 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.

AS A REMINDER, PLEASE FILL OUT THE PROMOTIONAL APPLICATION WHICH MUST INCLUDE:

- A. Class Title of your current position**
- B. Date of probational appointment to this class**
- C. Date of confirmation in this class**

Carol L. Nicholas

Secretary, Fire and Police Civil Service Board

Dr. Michael Carter

Chairman ~ Fire and Police Civil Service Board

POST THIS NOTICE FROM DECEMBER 5, 2025, THROUGH DECEMBER 16, 2025
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