



DATE: August 14, 2019
 TO: **CANDIDATES FOR FIRE CAPTAIN**
 FROM: Shante Akafia, Civil Service Director
 SUBJECT: **PROMOTIONAL EXAMINATION FOR FIRE CAPTAIN**

The Civil Service examination for the position of Fire Captain will be administered as follows:

- DATE:** Wednesday, December 4, 2019
- TIME:** 8:30 a.m. **No one admitted to testing area after 8:30 a.m.**
- PLACE:** Building Inspections Training Room, Municipal Center, 1520 K Avenue, Plano, TX 75074
- ELIGIBILITY:** Individuals who have at any time before the date of the promotional exam listed above, held the position of Fire Lieutenant with the City of Plano for at least two (2) years **and** who have at least four (4) years with the Department.
- APPLICATION:** Eligible employees must submit an application to sit for a promotional examination in the following manner:

Complete and Submit Official Application for Promotion Examination form on-line through People Soft, **prior to 12:00 noon, September 27, 2019.**

Failure to follow any of the above instructions in the manner prescribed within the specified timeframe will render the employee ineligible to take the examination.

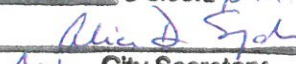
SOURCE OF TEST QUESTIONS:

Questions will be taken from the list of current promotional reading lists provided and posted.


 Shanté Akafia
 Civil Service Director

I certify that the above notice of meeting was posted on the bulletin board in the Municipal Center, 1520 K Avenue, Plano, Texas on the 15th day of August

2019, at 5:00 o'clock p.m.


 Asst City Secretary