



City of Los Angeles

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City of Los Angeles Personnel Department

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FIRE BATTALION CHIEF

Class Code: 2152

Open Date: 12-18-15

(Exam Open to Current City Employees)

ANNUAL SALARY

\$134,863 to \$158,792

NOTE:

The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.

REQUIREMENTS

1. Four years of full-time paid experience as a Fire Captain in the City of Los Angeles Fire Department by August 20, 2016. Under the policy of rounding experience to the nearest full month, continuous service beginning on or before, September 4, 2012, meets the requirement.
2. Completion of 15 semester or 24 quarter units in Fire Science/Fire Protection Administration at an accredited college or university may be substituted for a maximum of six months of the required experience.

NOTES:

1. A bachelor's degree or an associate's degree in the arts or sciences from an accredited college or university is highly desired.
2. Paramedic Supervisors with a minimum of four years of service who have transferred into the class of Fire Captain as a result of the consolidation of Firefighter and Paramedic meet these requirements.
3. Most of the positions in the class of Fire Battalion Chief require four years of fire suppression experience at the level of Fire Captain. Some of the positions in the class of Fire Battalion Chief may require the possession of a current Paramedic license issued by the State of California with accreditation by the Local Emergency Services Agency of Los Angeles County. Only individuals who have the necessary fire suppression training or a current Paramedic license may be appointed to fill such positions.
4. Special Instructions: "A" shift, "B" shift, and "C" shift personnel, and candidates on special duty assignments ("D" shift) must indicate their Shift Assignment as the on-line instructions specify.
5. Special instructions: List all courses and corresponding units as the on-line instructions specify.
6. Please note that qualifying education must be from a college or university accredited by a City of Los Angeles recognized agency. A list of approved accrediting agencies can be found at <http://per.lacity.org/Accredited%20Institutions%2008-21-08.pdf>.
7. Candidates completing the exam process will be contacted by the Personnel Department to provide required proof of qualifying course work.
8. The next administration of the Fire Battalion Chief civil service examination may include the requirement of an associate's degree in the arts or sciences from an accredited college or university.

WHERE TO APPLY

Applications will only be accepted on-line. **When you are viewing the on-line job bulletin of your choice, simply scroll to the top of the page and select the "Apply" icon.** On-line job bulletins are also available at <http://agency.governmentjobs.com/lacity/default.cfm?promotionaljobs=1> for Promotional Examinations.

APPLICATION DEADLINE

Applications must be received by **THURSDAY, JANUARY 7, 2016.**

NOTE:

Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

SELECTION PROCESS

Examination Weights:	Multiple-Choice Test	20%
	Essay Test	40%
	Interview	40%

The Multiple-Choice Test may examine candidates' knowledge of: fire suppression and rescue operations including emergency medical services related to structure fires, high-rise incidents, brush fires, hazardous materials incidents, urban search and rescue, swift water rescue, metro rail, multi-casualty incidents, earthquake emergencies, aircraft and shipboard incidents, evacuations, tactical alert, area command, and unified command; knowledge of Fire Department organizational structure; character and behavior of fire, extinguishing agents and fire hazards of materials and occupancies; safety practices and procedures; fire prevention procedures; Fire Department Rules and Regulations, the Manual of Operations, and training bulletins as they relate to Fire Battalion Chief duties; applicable City Charter provisions, Administrative Code, and Civil Service Commission Rules; current Memoranda of Understanding applicable to rank and file personnel and Fire Captains; laws and regulations related to equal employment opportunity and sexual harassment; supervisory practices and procedures, human relations areas such as interpersonal relations and effectiveness, leadership, and management abilities; and other necessary knowledge and abilities.

The Essay Test will evaluate candidates' time management skills; project management skills; ability to plan, organize, and delegate in Fire Department Battalion-level emergency and routine operations; ability to analyze and make sound decisions; supervisory, management and leadership skills; training practices and techniques; written communication skills; and interpersonal skills including human relations, and management conflict; and other necessary knowledge, skills and abilities. Candidates may anticipate that personal computers (PCs) will be made available to type their essay responses.

The Interview will consist of an evaluation of professional and personal qualifications with emphasis on: adequacy of training and experience in providing the skills and abilities needed to plan, direct, and coordinate Fire Department Battalion-level emergency and routine operations; organizational and problem-solving abilities as related to the fire service; administrative, personnel, time management, project management, and human relations management skills; supervisory, management and leadership skills, practices and techniques; training practices and techniques; laws and regulations related to equal employment opportunity and sexual harassment; interpersonal effectiveness and oral communication skill; computer skills; and other necessary knowledge, skills and abilities.

Both the Multiple-Choice Test and the Essay Test are scheduled for **SATURDAY, FEBRUARY 20, 2016**, in Los Angeles. A brief lunch break will be provided between the two parts. Candidates must pass the Multiple-Choice test in order for their Essay Test to be scored and to be scheduled for the Interview.

NOTES:

1. As a covered entity under the Fair Employment and Housing Act and Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To request a disability accommodation, please complete the Disability Accommodation Form within 14 calendar days of the submittal of the City application online. The Disability Accommodation Form can be obtained at: http://per.lacity.org/exams/verify_disability.pdf.
2. This examination is based on a content validation study, and as provided by Civil Service Commission Rule 4.20, the written test will not be subject to candidate inspection.
3. Written test booklets and answer keys will not be made available for candidates to take home.
4. Applications are accepted subject to review to ensure that minimum qualifications are met. Candidates may be disqualified at any time if it is determined that they do not possess the minimum qualifications stated on this bulletin.
5. Seniority credit at the rate of 0.25 of a point for each year of continuous service as a Fire Captain (including service as a Paramedic Supervisor) in the Los Angeles Fire Department prior to **January 1, 2017** will be added to the weighted test score of each candidate in determining whether the required minimum score of 65% on the multiple-choice test is met and in determining final standing in the examination.
6. A final average score of 70% or higher is required to be placed on the eligible list.
7. Appointment to this position is subject to a one-year probationary period as provided by Section 1011 of the City Charter.
8. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.

THIS EXAMINATION IS TO BE GIVEN ONLY ON A DEPARTMENTAL PROMOTIONAL BASIS

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome.