

Competitive Promotional Examination #2355  
Fire Captain  
Date Issued: November 13, 2018

**ANNOUNCEMENT**

The Civil Service Commission of the City of Bridgeport will hold a competitive promotional examination for **Fire Captain** at a date, time and location to be determined. Qualified candidates will be notified of the final details at a later date.

**APPLICATIONS:** Each candidate must complete an application form supplied by the Commission and file it no later than close of business on **Thursday, November 29, 2018**. Each candidate must submit a refundable security deposit of \$150 in the form of a certified bank check or money order made payable to "CASH" by the application closing date. This security deposit will be refunded to all applicants who appear for the examination at the proper date and time\*.

Applications can be obtained and must be filed in person at the Office of the Civil Service Commission, 45 Lyon Terrace, Room 106, Bridgeport, Connecticut.

**SALARY RANGE:** \$84,067 - \$86,549 - \$89,049; appointments to be made at the minimum entrance salary of \$84,067 a year. Advancements within the salary range may be made in accordance with the terms of the contract between the City of Bridgeport and Bridgeport Fire Fighters, Local 834, AFL-CIO.

**REQUIREMENTS:** This examination is open to members of the Bridgeport Fire Department who have occupied with tenure a position of Fire Lieutenant for not less than three years preceding October 6, 2018\*\*. In addition, the candidates should possess the following knowledge, skills and abilities: fire chemistry and physics knowledge; fire attack knowledge; fire extinguishments knowledge; building construction knowledge; knowledge of local conditions; knowledge of departmental administrative procedures; supervisory knowledge and ability; administrative knowledge and ability; reasoning and judgment; ability to function under stress; motivation and interest; ability to get along with others; emotional maturity and stability; observation and spatial visualization ability; reading comprehension ability; ability to comprehend tabular and graphic written material; ability to utilize technology, including computers and software; written communication ability; oral

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\* In order to ensure that candidates who apply will present themselves for the promotional competitive examination, the Civil Service Commission requires that all applicants provide the Office of the Civil Service Commission with a refundable deposit to hold a place for the candidate at the examination. This deposit check will be returned to all candidates who appear for the examination at the time of the final day of the exam. Candidates who apply for examination but do not appear will forfeit their deposit. A detailed explanation for this security deposit can be found online at the City's website.

\*\* Walker vs. Jankura - First vacancy: Allen Jones, retired June 8, 2018.

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**ANNOUNCEMENT – continued**

communication ability; demonstrated command ability; thorough knowledge of the geography of the city, including the location of principal buildings; good judgment; good physical condition and stamina and ability to perform the essential functions of the job.

**SUBJECTS OF EXAMINATION:** The 2018 promotion process for the position of Fire Captain in the Bridgeport Fire Department will follow an assessment-center style format which may consist of the following components\*\*\*: role playing exercises in which candidates will be expected to role play the part of a Captain in the Bridgeport Fire Department and may include a tactical simulation; in-basket exercise; job knowledge questions (written exam), oral board questions, and presentation or program development exercises. Some or all parts of the assessment center may be recorded. The assessment center will be weighted at 95% and seniority, 5%. A reference list of reading/study materials was issued prior to this announcement and can be found on the City’s website. Candidates will be required to pass a qualifying service rating in order to be placed on the employment list.

**PASSING POINT:** The passing point will be set at that score which is 70% of the highest score made (e.g., if the highest score = 92, then passing score = 64).

**EXAMINATION REVIEW PROCEDURES:** Each candidate will have an opportunity to review his or her examination papers during the one-month period after the date of announced results. The papers will be open to inspection during the period of 9:00 A.M. to 1:00 P.M., Monday through Friday. Every inspection period will be monitored by the staff of the Civil Service Office and no candidate will be allowed to copy examination questions or take any written material from the review room. The time allowed for review will be equal to the time allowed for taking the test. No candidate will be allowed more than two visits to review his or her papers.

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\*\*\* This list is not meant to be all-inclusive and the Civil Service Office reserves the right to substitute or change these exercises based on current job analysis results.

CIVIL SERVICE COMMISSION, 45 Lyon Terrace, City Hall, Room 106  
Bridgeport, Connecticut 06604  
An Equal Opportunity Employer M/F/AA/DIS

Promotion Examination #2355 – **FIRE CAPTAIN**

## **Bridgeport Fire Captain Reading List 2018**

**It's Your Ship:** *Management Techniques from The Best Damn Ship in The Navy*, Captain D. Michael Abrashoff, 1<sup>st</sup> revised edition, Hachette Book Group, Inc., ISBN-13: 9780446535533

**Fire and Emergency Services Administration:** *Management and Leadership Practices*, L. Charles Smeby, Jr 2<sup>nd</sup> edition, Jones and Bartlett Learning, 2014 (Chapters 2, 3, 4, 7, 8, 9, 10, 11, 13 only)., ISBN: 9781449605834

**Fire Officer:** *Principles and Practices*, 3<sup>rd</sup> Edition, IAFC and NFPA, 2015., ISBN: 9781284026672

**Fire Officer's Handbook of Tactics**, John Norman, 4<sup>th</sup> Edition, PennWell Publishing Company – Fire Engineering Books & Videos, 2012., ISBN-13: 9781593702793

**Fix Your Firehouse:** *7 Strategies That Produce a Winning Team*, CT John Lovato Jr., Let's Tell Your Story Publishing, 2017., ISBN-13: 978-1910600078

The Standard Operating Procedures of The Bridgeport Fire Department

- SOP# 003 Sexual Harassment
- SOP# 007 Station Management
- SOP# 008 Respiratory Protection
- SOP# 016 Members Reporting Unfit for Duty
- SOP# 017 Threats and Violence in the Workplace
- SOP# 101 Initial Dispatch
- SOP# 208 In-Service Residential Inspections
- SOP# 503 Mayday Procedures
- SOP# 504 Rescue Company Operations at Structural Fires
- SOP# 505 Highway/Roadway Responses
- SOP# 508 Engine Company Operations / Commercial
- SOP# 511 Sprinkler Operations
- SOP# 512 Standpipe Operations
- SOP# 517 Ladder Company Operations
- SOP# 521 Multiple Alarms/Mutual Aid
- SOP# 525 Working Fire/All -Hands