

NOTICE OF EXAMINATION

The Civil Service Commission of the City of Bridgeport will hold an open competitive examination for **Fire Chief**. The exact time and place of the examination will be announced to all candidates at a later date.

APPLICATIONS: In order to be considered for this examination, each applicant must submit a complete resume or CV to the Office of the Civil Service Commission not later than close of business on **Friday, March 25, 2016**.

SALARY RANGE: \$123,854 - \$127,699 - \$131,526 - \$136,184; appointments to be made at the minimum or entrance salary of \$123,854 per year. Advancements within the salary range may be made in accordance with Rule X of the Civil Service Rules, a copy of which is open to inspection at the Office of the Civil Service Commission during business hours.

DUTIES: Difficult and complex technical and executive work in the planning, coordination, management, and direction of the fire prevention and inspection, firefighting and fire equipment and facilities maintenance activities of the City; related work as required; performed subject to the administrative direction, control and rules of the Board of Fire Commissioners.

REQUIREMENTS: Candidates must be experienced in urban fire protection, including supervisory experience in the operation and management of a fire protection department in a community with a population of at least 80,000 people, of which 25% or more of said population are minorities. Candidates must possess a minimum of ten years of firefighting experience, of which five years shall have been in a command position, in a community of at least 80,000 people.

A degree in Public Administration or related field and/or fire prevention is preferred.

Candidate should possess:

Thorough knowledge of modern firefighting equipment, methods, and techniques, and of the various aspects of fire prevention engineering. Thorough knowledge of modern accepted fire administration practices. Thorough knowledge of municipal government and of the relationship between the fire department and other state and municipal government agencies. Demonstrated command ability. Demonstrated ability to organize and direct extensive fire prevention and firefighting activities. Knowledge of the principles of public administration with special reference to departmental personnel and budget administration. Candidate must also possess a valid Motor Vehicle license.

SUBJECTS OF EXAMINATION: The examination will be in 3 parts. The first part will be a screening of applicants to identify those that meet the minimum qualifications. The second part of the examination will be the completion of an experience and training questionnaire. The questionnaires will be scored and ranked highest to lowest in order of score. The third part of the examination will be an assessment center. Only those candidates with the 8 highest scores from the experience and training questionnaire phase of the examination will be admitted to the assessment center. The 3 highest ranking finalists from the assessment center phase will be referred to the Mayor. The Mayor will make the final selection from the top 3 candidates.

In order to remain in the position the candidate must successfully complete a comprehensive post offer medical examination and comprehensive background investigation.

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, excluding holidays. 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 to 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.

FINAL SELECTION: The final selection will be made by the Mayor from the three highest-ranking candidates. The term of office shall be for five years. One additional term of five years may be offered. Additional information describing terms and conditions of employment can be found in the City of Bridgeport Municipal Charter Chapter 14. A copy of Chapter 14 will be provided upon request.