

**CADDO FIRE DISTRICT #4
CIVIL SERVICE BOARD
NOTICE OF A COMPETITIVE EXAMINATION
FOR THE CLASS OF FIRE CHIEF**

A written examination will be given in approximately ninety (90) days, on a competitive basis to approved applicants for the purpose of placing names on the competitive employment list for the class of **FIRE CHIEF** in accordance with the provisions of the Municipal Fire and Police Civil Service Law and the rules of the **CADDO PARISH FIRE DISTRICT #4** Civil Service Board.

Application forms may be obtained from Cyndi Crockett, the Secretary to the Civil Service Board, at **8240 Colquitt Road, Monday through Friday from 8:00 a.m. – 4:00 p.m.**

Completed applications and the required attachments must be received by Cyndi Crockett, at **8240 Colquitt Road by 4:00 p.m., Wednesday, June 14, 2023.** Approved applicants will be notified of the exact date, time, and place of the examination at least five (5) days prior to the examination date.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements must be met by the filing deadline for application to the test. Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and of legal age. After offer of employment, but before beginning work in this class, must pass a physical examination, the selection and administration of which shall be authorized 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. Must possess a valid driver's license.

MUST MEET ONE OF THE FOLLOWING THREE QUALIFICATIONS

EITHER

Must have a bachelor's degree in fire science, fire administration, business administration, public administration, or a related curriculum and at least three (3) years of progressively responsible experience in fire service positions, at least two (2) years of which must have been in positions which include administrative or supervisory responsibilities. Fire service experience must include work in positions which would provide background in fire prevention and investigation, fire training, and related areas of fire department operations and management. Must have a minimum of three (3) years of fire suppression experience.

OR

Must have an associate degree in fire science or fire administration, or a bachelor's degree in an unrelated curriculum and at least five (5) years of progressively responsible experience in fire service positions, at least two (2) years of which must have been in positions which include administrative or supervisory responsibilities. Fire service experience must include work in positions which would provide background in fire prevention and investigation, fire training, and related areas of fire department operations and management. Must have a minimum of five (5) years of fire suppression experience.

OR

Applicant must possess one of the following: high school diploma, high school equivalency certificate, high school transcript, affidavit from the issuing high school, associate or bachelor's degree, or college transcript, any one of which must indicate that graduation has occurred, or a degree awarded. Any Louisiana applicant who presents a home study diploma shall submit necessary documentation indicating Louisiana Board of Elementary and Secondary Education (BESE) approval of the home study curriculum. Non-Louisiana applicants shall be required to present proof of completion of a high school curriculum which has been accredited by the applicant's state, or its state-approved agency. A certification of completion shall not be sufficient to substitute for a diploma or equivalent certificate. And at least six (6) years of progressively responsible experience in fire service positions, at least two (2) years of which must have been in positions which include administrative or supervisory responsibilities. Fire service experience must include experience in fire suppression and rescue and may include work in positions which would provide background in fire prevention and investigation, fire training, and related areas of fire department operations and management. Must have a minimum of six (6) years of fire suppression experience.

By direction of the chairman:

Cyndi Crockett, Board Secretary

Post at all stations May 15, 2023 – June 14, 2023

**DO NOT REMOVE BY ORDER OF
CADDO PARISH FIRE DISTRICT #4 CIVIL SERVICE BOARD**

CADDO PARISH FIRE DISTRICT #4 IS AN EQUAL OPPORTUNITY EMPLOYER