

**CITY OF NEW BRAUNFELS
CIVIL SERVICE COMMISSION**

BE IT ORDERED BY THE CITY OF NEW BRAUNFELS CIVIL SERVICE COMMISSION:

Notice and appropriate action regarding the approval of the BATTALION/DIVISION CHIEF written Promotional Examination. The examination will be administered on the following date and time:

Date: Monday, January 12, 2026
Time: 9:00 A.M.
Place: Police Department Training Room
3030 West San Antonio Street, New Braunfels, Texas

The Battalion Chief Examination will begin promptly at 9:00 a.m., Monday, January 12, 2026. The participants must be present and seated prior to 9:00 a.m. **Late arrivals will not be admitted and are no longer eligible for this examination on this date. Check-in will start at 8:00 a.m.**

Check In – An examinee shall be checked in and provide proof of identity with a physical form of identification from the provided list below. Examinees with questions concerning acceptable forms of identification must contact the Civil Service Director prior to the date of the examination.

- **Valid Texas Driver's License**
- **Valid U.S. Passport or U.S. Passport Card**
- **Valid U.S. Military Identification Card**

The Battalion Chief Examination is open to each Fire Captain who has continuously been in the Fire Captain position for at least two (2) years, and who has four (4) years of service with the New Braunfels Fire Department, in accordance with the City of New Braunfels Firefighters and Police Officers Civil Service Commission Rules and Regulations, and Local Government Code Chapter 143.

PROMOTIONAL EXAM SIGN UPS WILL BE COMPLETED ELECTRONICALLY.

All eligible team members desiring to participate in the promotional examination must submit their [NOTICE OF INTENT TO TEST](#) **no later than 5:00 p.m., Thursday, October 23, 2025.**

The individual raw test scores will be posted outside the main lobby of City Hall on Tuesday, January 13, 2026 in accordance with Section 143.033 of Local Government Code.

PASSED AND APPROVED this 9th *day of October 2025.*

PAUL ERICKSEN
CHAIRPERSON

HEIDI ALEMAN
VICE-CHAIRMAN

HORACIO LUCERO
COMMISSIONER

ATTEST:

Posted: _____

BECCA MIEARS
CIVIL SERVICE DIRECTOR

Date/Time: _____