

***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 FIRE CAPTAIN written Promotional Examination. The written examination will be administered on the following date and time:

**Date:     Wednesday, March 9, 2022**  
**Time:     9:00 A.M.**  
**Place:    New Braunfels City Hall, Tejas Room**  
**550 Landa Street, New Braunfels, Texas**

The Fire Captain Examination will begin promptly at 9:00 a.m., Wednesday, March 9, 2022. 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.** Photo identification by valid driver's license will be required at time of check-in for the examination. Check-in will start at 8:30 a.m.

The Fire Captain Examination is open to each Fire Lieutenant who has continuously been in the Fire Lieutenant 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.

All eligible employees desiring to participate in the promotional examination must register in person at the Human Resources/Civil Service Office **no later than 5:00 p.m., Monday, December 20, 2021.**

The individual raw test scores will be posted on the main lobby bulletin board of City Hall on Thursday, March 10, 2022 in accordance with Section 143.033 of Local Government Code.

Notice and appropriate action regarding the approval of the FIRE CAPTAIN Promotional Assessment Orientation/Training and Assessment Centers. The following will be administered on the following dates and times in accordance with the New Braunfels Firefighter Association Meet and Confer Agreement:

**Captain Orientation/Training**  
**Date:     Tuesday, March 29, 2022**  
**Time:     8:00 A.M. – 12:00P.M.**  
**Place:    City Hall – Braunfels Room**

**Captain Orientation/Training**  
**Date:     Tuesday, March 29, 2022**  
**Time:     1:00 P.M. – 5:00 P.M.**  
**Place:    City Hall – Tejas Room**

**Captain Assessment Center**  
**Date:     Thursday, March 31, 2022**  
**Time:     8;00 A.M. – 5:30 P.M.**  
**Place:    McKenna Event Center**  
**801 W. San Antonio St., New Braunfels, Texas**

**PASSED AND APPROVED** this *6<sup>th</sup>* day of *December, 2021*.

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PAUL ERICKSEN  
CHAIRPERSON

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BRIAN MARTINEZ  
VICE-CHAIRMAN

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HEIDI ALEMAN  
COMMISSIONER

ATTEST:

Posted: \_\_\_\_\_

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BECCA MIEARS  
CIVIL SERVICE DIRECTOR

Date/Time: \_\_\_\_\_

***CITY OF NEW BRAUNFELS  
CIVIL SERVICE COMMISSION***

**REGISTRATION  
Notice of Intent to Test**

In compliance with the City of New Braunfels Firefighters and Police Officers Civil Service Rules and Regulations I, \_\_\_\_\_, Social Security Number \_\_\_\_\_, do hereby affirm my eligibility and submit my registration for the promotional written examination being given for Fire Captain to be administered:

\* Date: Wednesday, March 9, 2022

\* Time: 9:00 a.m.

\* Location: New Braunfels City Hall, Tejas Room,  
550 Landa Street, New Braunfels, Texas

**NOTE:** The Fire Captain Examination will begin promptly at 9:00 a.m. The eligible participants must be present and seated prior to 9:00 a.m. **Late arrivals will not be admitted and will not be eligible for this examination on this date. Check-in will start at 8:30 a.m.**

**PHOTO IDENTIFICATION BY VALID DRIVER'S LICENSE WILL BE REQUIRED AT TIME OF CHECK-IN FOR THE EXAMINATION.**

Printed Name: \_\_\_\_\_

Employee signature: \_\_\_\_\_

Date: \_\_\_\_\_

Received by: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

\_\_\_\_\_  
FOR or BY Becca Mears  
Civil Service Director