



**CITY OF ROUND ROCK  
FIRE DEPARTMENT  
OFFICIAL PROMOTIONAL EXAMINATION APPLICATION**

Name (Type or Print): \_\_\_\_\_ Employee #: \_\_\_\_\_

Work Number: \_\_\_\_\_ Mobile Number: \_\_\_\_\_

Promotional Examination for: ☐ Driver ☐ Lieutenant ☐ Captain ☐ Battalion Chief

**ALL RANKS:** Official college transcript(s) must be submitted with completed application.

**DRIVERS ONLY:** Official college transcript(s), completed application for Copy of Driving Record DR-I (5/12) must be submitted with completed application.

☐ Yes ☐ No I meet the following minimum requirements for the promotional examination as outlined in the Promotional Examination Announcement, the Local Government Code 143.030 and Municipal Service Rules and Regulations Section 143.030.

I understand the following rules related to the promotional examination:

☐ Yes ☐ No At least three qualified applicants must sit for an examination.

☐ Yes ☐ No In the event two or more applicants have equal total grades or scores (including seniority points) and a tie exists on the eligibility list for promotion, the following shall be used to determine preference in breaking the tie, in the order listed, until the tie is broken:

1. Highest written test score,
2. Longest period of continuous employment in the department,
3. Earliest date of appointment to present rank,
4. Earliest appointment to previous ranks, from highest to lowest,
5. Highest position on entry-level eligibility list.

I understand the following rule related to an official promotion:

☐ Yes ☐ No I understand that I must have a medical examination taken not earlier than 12 months preceding the date of promotion and be verified by an examining physician as being able to perform job tasks.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For HR Use Only:**

Date Completed Application Received: \_\_\_\_\_ Initials: \_\_\_\_\_  
**Eligible to Test:** ☐ Yes ☐ No