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PROMOTIONAL ANNOUNCEMENT FOR THE  
POSITION OF:

**FIRE LIEUTENANT (44006)**

DALLAS FIRE-RESCUE DEPARTMENT

**PART I – WRITTEN EXAM**

**TO BE GIVEN ON TUESDAY, APRIL 14, 2026, AT 10:00 A.M.**

*(CHECK-IN BEGINS AT 9:30 A.M.)*

AT CENTENNIAL HALL AT FAIR PARK

1001 WASHINGTON ST

DALLAS, TX 75210

**Minimum Requirements for Promotion**

CODE OF RULES AND REGULATIONS OF THE CIVIL SERVICE BOARD –

Fire lieutenant: Fire-rescue department employees who have completed **two years of service as driver/engineer, and are not on probation for any reason**, shall be eligible to test for promotion to fire lieutenant. Therefore, those who meet the eligibility requirement by **April 14, 2026**, may compete on this examination (Civil Service Rules – Rule 4, Section 4.4(a) (9)).

**Application to take the Written Examination**

All eligible candidates wishing to take this examination must submit a promotional application. The link to the application can be found on the City of Dallas Internal Positions Employment Opportunities webpage at:

<http://dallascityhall.com/departments/humanresources/employment/Pages/Internal-Positions.aspx>

**Application Window:**

- Application open: Wednesday, January 14, 2026
- Application closes: Friday, February 13, 2026, at 11:59 p.m.

**Candidates who fail to submit an application by the deadline will not be permitted to take this examination.**

Upon successful registration through the NEOGOV system, you will receive an automated email confirmation at the address listed on your application. Additionally, on Friday, February 20, 2026, you will receive an email notification from the Civil Service Department regarding your eligibility status.

## **Candidate Check-in Process**

- Check-in Time: Begins at 9:30 a.m.
- Required Identification: A City of Dallas or government-issued photo ID is mandatory for entry into the exam room. Failure to present the required ID before entering the room will result in denial of admission to the examination.
- Prohibited Items:
  - Electronic or communication devices (e.g., body cameras, cell phones, pagers, laptops, tablets, smartwatches, Bluetooth devices).
  - Personal belongings, including study materials, large purses, backpacks, water bottles, and earplugs.
  - Personal writing utensils (all necessary materials will be provided).

**If you bring a communication device, you will be asked to return it to your car, and you will still be subject to the check-in time. Once the testing process begins, possession of any communication device or other prohibited item will result in your disqualification. There are no exceptions to this rule.**

Once the exam room doors are closed, **NO CANDIDATES** will be allowed to enter the exam room.

## **Fire Lieutenant Promotional Process – Part I**

This promotional process comprises two parts:

1. **Part I: Multiple-Choice Knowledge Exam**
  - Focuses on knowledge areas outlined in **Appendix** (attached source list).
  - **A Candidate Orientation Guide on the Multiple-Choice Test**, including an accompanying **video** will be distributed by Friday February 27, 2026.
  - Candidate questions regarding material in the orientation manual or video must be submitted **in writing** to **civilserviceinfo@dallas.gov** by **4:00 p.m. on March 9, 2026**.
  - Candidates **must pass Part I** to proceed to Part II.
2. **Scoring Weights**
  - Part I (Written Exam) contributes **42%** to a candidate's overall promotional score.
  - Part II (Assessment Center) contributes **58%** to a candidate's overall promotional score.
  - These percentages are based on a 2022 job analysis for the position.

## **Fire Lieutenant Promotional Process – Part II**

- Assessment Center Orientation:
  - **A Candidate Orientation Guide on Performance-Based Assessment with video link** will be provided on May 4, 2026. All candidate inquiries must be submitted in writing to **civilserviceinfo@dallas.gov** by 4:00 p.m. on May 14, 2026.
- Assessment Center Date:
  - Occurs the week of June 8, 2026.
  - Specific details, including exact dates and times, will be provided to qualified candidates once available.
- Review Policy:
  - In accordance with Civil Service Board policies, assessment center test exercises are not subject to review.

## ADA Accommodation Requests

Candidates requiring accommodation under the Americans with Disabilities Act (ADA) for either Part I or Part II must submit a written request to the Civil Service Department at [civilserviceinfo@dallas.gov](mailto:civilserviceinfo@dallas.gov).

- **Deadline for Part I:** Monday, March 16, 2026
- **Deadline for Part II:** Monday, May 11, 2026

## Source List Information

A detailed list of reference materials and sources (Appendix) is attached for review in preparation for the written examination.

## Timeline

Date	Event
<b>Part I: Written Exam</b>	
<i>January 14, 2026</i>	Application period opens
<i>February 13, 2026</i>	Application period closes
<i>February 20, 2026</i>	Eligibility notifications for the written exam will be sent from the Civil Service Department.
<i>February 27, 2026</i>	A written exam orientation video will be posted, with an access link emailed to all candidates.
<i>March 16, 2026</i>	Deadline to submit ADA accommodation requests for the written exam.
<i>April 14, 2026</i>	Written exam administration
<i>April 14, 2026</i>	Preliminary written exam scores will be emailed from the Civil Service Department.
<i>April 20-23, 2026</i>	Item Review (Appeals) Period: Candidates can appeal test items from 9:00 A.M. to 4:00 P.M. at the Civil Service Department.
<i>April 24 &amp; April 27, 2026</i>	Candidate Comment Period: Candidates can make comments on appealed items from 9:00 A.M. to 4:00 P.M. at the Civil Service Department.
<i>April 29, 2026</i>	Final written exam scores will be emailed from the Civil Service Department.
<b>Part II: Assessment Center</b>	
<i>May 4, 2026</i>	The assessment center orientation video will be posted, with an access link emailed to all candidates.
<i>May 11, 2026</i>	Deadline to submit ADA accommodation requests for the assessment center.
<i>June 8 – June 12, 2026</i>	Assessment center administration: The final test schedule will be emailed before the test administration.
<i>June 24, 2026</i>	Combined promotional scores will be posted and emailed to all candidates.

## APPENDIX

### Source List for the 2026 Fire Lieutenant Promotional Examination

The written exam items will be written from the following sources. Items will not be written from the omitted sections below.

Blanket Omissions: All Acknowledgments, Dedications, Table of Content, Forewords, Introductions, Indices, Appendices, Charts, Graphs, Pictures, Figures, Illustrations, Maps, Forms, And Captions.

#### Dallas Fire-Rescue (DFR) Department Manual of Procedures (MOP)

##### 1. Dallas Fire-Rescue Manual of Procedures (MOPs) 100 – Organization

All sections except:

Omit the following:

Section 106.00 Entire section-(106.00-106.02) Fire Prevention and Investigation Bureau

Section 107.00 Entire section (107.00-107.02) Financial Services Bureau

##### 2. Dallas Fire-Rescue Manual of Procedures (MOPs) 200 - Administration

All sections except:

Omit the following:

Section 201.00 Entire section-(201.00-201.11) Awards and Recognition

Section 202.00 Entire section-(202.00-202.04) Computer Equipment Procurement

Section 205.05 Entire section Contracts and Agreements

Section 205.06 Entire section Council Resolutions (Cr)

##### 3. Dallas Fire-Rescue Manual of Procedures (MOPs) 300 - Department Operations

All sections except:

Omit the following:

Section 303.00 Entire section-(303.00-303.16) Explorer Program

Section 304.00 Entire section-(304.00-304.06) Dallas Fire-Rescue Care Network

Section 305.00 Entire section-Operation Readiness Training Plan

Section 306.00 Entire section-(306.00-306.17) Funeral Procedures

Section 307.00 Entire section-(307.00-307.23) Fatality Investigation of a Member

Section 310.00 Entire section-(310.00-310.07) Logo Program

Section 316.03 Entire Section Operation (Cellular Telephone Communications)

Section 318.00 Entire section-(318.00-318.01) US Flags

Section 321.00 Entire section-(321.00-321.08) Adopt-A-Station Program

Section 322.00 Entire section-(322.00-322.03) Command Technician Training

Section 323.00 Entire section-(323.00-323.07) Bed Bug Remediation and Prevention Policy

##### 4. Dallas Fire-Rescue Manual of Procedures (MOPs) 400 - Pay and Personnel

All sections except:

Omit the following:

Section 404.00 Entire section-(404.00-404.05) Injury Leave/Wage Supplementation

Section 409.00 Entire section-(409.00-409.05) Survivors Benefits for Families of Active Firefighters

Section 410.00 Entire section-(410.00-410.06) Retirement Application Process

Section 411.00 Entire section-(411.00-411.09) Restricted Duty

Section 416.00 Entire section-(416.00-416.01) Time Cards  
Section 417.00 Entire section Workplace Harassment  
Section 418.00 Entire section Workplace Violence  
Section 420.00 Entire section-(420.00-420.04) Reappointment and Reinstatement Policy for Uniformed Members  
Section 422.00 Entire section-(422.00-422.06) Mileage Reimbursement  
Section 426.00 Entire section-(426.00-426.07) Departmental Lateral Reassignments

**5. Dallas Fire-Rescue Manual of Procedures (MOPs) 500 - Internal Investigations and Discipline**

All sections except:

[Omit the following:](#)

Section 511.00 Entire section Forms-(511.00-511.01) Forms

**6. Dallas Fire-Rescue Manual of Procedures (MOPs) 600 - Emergency Response Procedures**

All sections except:

[Omit the following:](#)

Section 613.00 Entire section-(613.00-613.05) Company Evolutions

Section 614.00 Entire section Ride-Up Policy: Captain to Acting Battalion Chief

Section 617.00 Entire section-(617.00-617.03) Digital Combustion Training Program

**7. Dallas Fire-Rescue Manual of Procedures (MOPs) 700 - Code of Conduct**

All sections except:

[Omit the following:](#)

Section 710.17 Entire section-(710.17) Award Bars

**8. Dallas Fire-Rescue Manual of Procedures (MOPs) 800 - Vehicles, Facilities, and Equipment**

All sections except:

[Omit the following:](#)

Section 802.05 Entire section Care of Lawns and Landscapes

**9. Dallas Fire-Rescue Manual of Procedures (MOPs) 900 - Inspection and Life Safety Education**

[Omit all sections](#)

Standard Operating Procedures (SOP)

**1. Dallas Fire-Rescue Standard Operating Procedures (SOPs) 100 - Emergency Medical Service**

All sections except:

[Omit the following:](#)

Section 102.00 Entire section-(102.00-102.07) Patient Assessment and Documentation

Section 103.03 Entire section Equipment

Section 107.00 Entire section Coordination with Physician in the Out-of-Hospital Setting

Section 109.00 Entire section-(109.00-109.05) Equipment

Section 110.00 Entire section-(110.00-110.11) Transports

Section 111.00 Entire section-(111.00-111.04) Peak Load Plans

Section 114.00 Entire section-(114.00-114.03) Dallas/Fort Worth Airports

Section 116.00 Entire section-(116.00-116.09) Certification and Recertification

Section 117.00 Entire section-(117.00-117.06) Inventory

Section 123.00 Entire section-(123.00-123.15) Special Events

Section 128.00 Entire section Aeroclave RDS 3110 Decontamination Unit

2. **Dallas Fire-Rescue Standard Operating Procedures (SOPs) 100 - Emergency Response**

All sections except:

[Omit the following:](#)

Section 102.00 Entire section Shift Safety Chief (832)

Section 401.00 **Section E.** Foam Application Support Truck (FAST) 1 -6

Section 401.00 **Section H.** Holmatro Tool 1-2

Section 403.00 Entire Section AC Hot Stick Procedures

3. **Dallas Fire-Rescue Standard Operating Procedures (SOPs) – Special Operations Procedures (SPOPS) Aircraft Rescue and Fire Fighting (ARFF) 101.00**

All sections except:

[Omit the following:](#)

Section 100.01 Entire section ARFF Overview

Section 100.02 Entire section Designated ARFF Positions

Section 100.03 Entire section ARFF Staff Personnel

Section 100.04 Entire section FAA Oversight

Section 101.01 Entire section Initial ARFF Certification

Section 101.02 Entire section Assignment to the ARFF Program

Section 101.03 Entire section ARFF Recurrent Training Requirements

Section 101.04 Entire section ARFF Apparatus Qualification

Section 101.05 Entire section Pre-Assigned Monthly ARFF Recurrent Training

Section 102.01 Entire section Entry into the ARFF Program

Section 102.02 Entire section ARFF Training Records

Section 102.03 Entire section ARFF Monikers

Section 102.04 Entire section Release for Daily ARFF Staffing

Section 102.05 Entire section Restriction from Daily ARFF Staffing

Section 102.06 Entire section Return from Extended Absence

Section 103.02 Entire Section Operational Readiness & Inventory Inspection

Section 103.03 Entire section ARFF Apparatus Maintenance and Repairs

Section 103.04 Entire section Extinguishing Agent Discharge Procedures (Non-Emergency Situations)

Section 103.05 Entire section ARFF Apparatus Minimum Equipment List

Section 103.06 Entire section Inter-Shift Communication

Section 104.01 Entire section ARFF Index Equipment and Extinguishing Agent Requirements (DAL)

Section 104.02 Entire section Reserve Inventory – Extinguishing Agents – Dallas Love Field (DAL)

Section 104.06 Entire Section Daily ARFF Oversight at DAL

Section 104.07 Entire Section Dal ID Media (Red Badges)

Section 105.01 Entire section ARFF Index Equipment and Extinguishing Agent Requirements – Dallas Executive Airport (RBD)

Section 105.02 Entire section Reserve Inventory – Extinguishing Agents – Dallas Executive Airport (RBD)

4. **Hazardous Materials Response (HazMat) 200.00**

All sections except:

[Omit the following:](#)

Section 201.00 Entire section Overview

Section 203.00 Entire section Definitions

Section 206.00 Entire section Certification and Continued Education Training of HazMat Technicians

Section 207.00 Entire section Equipment

Section 209.00 Entire section Medical Surveillance HMRT Personnel

Section 215.00 Entire section-(215.00-215.05) Foam Application Support Truck (FAST)

5. **Marine 1 300.00**

All sections except:

**Omit the following:**

Section 302.00 Entire section Organization

Section 303.1 Entire section General Specifications

Section 304.00 Entire section Training

6. **Urban Search and Rescue (USAR) 400.00**

All sections except:

**Omit the following:**

Section 402.00 Entire section Organization

Section 403.00 Entire section Definitions

Section 410.00 Entire section Training Requirements

7. **Water Rescue 500.01**

All sections except:

**Omit the following:**

Section 502.00 Entire section Organization

Section 503.0 Entire section Position Description and Training

Section 506.00 Entire section-(506.00-506.05) Training

Section 507.00 Entire section Reports

Section 508.00 Entire section Definitions

Section 509.00 Entire section Equipment

8. **Wildland Urban Interface 603.00 Team Membership**

All sections except:

**Omit the following:**

Section 603.00 Entire section-(603.00-603.02) Team Membership

Section 604.00 Entire section Qualifications

Section 605.00 Entire section Task Book Procedures

Section 606.00 Entire section Classroom Training

Section 607.00 Entire section Assignments

Section 608.00 Entire section-(608.00-608.02) Team Activation Process

9. **Activation of Personnel 700.00**

All sections except:

**Omit all sections:**

Section 700.01 Entire section Purpose

Section 700.02 Entire section Background

Section 700.03 Entire section Overview

Section 700.04 Entire section Training

Section 700.05 Entire section General Activation Procedures

Technical Publications

1. **DFR Elevator and Escalator Rescue Training Lesson (2008)**

**No omissions.**

2. **DFR Hydrant Maintenance System Training Lesson (2016)**

**No omissions.**

## City of Dallas Publications

### 1. City of Dallas Personnel Rules (2024)

[Omit the following:](#)

Article I. General Provisions

Article II. Compensation

Article IV. Benefits

Article VII. Wage Supplementation

### 2. City of Dallas Chapter 12A Code of Ethics

#### **Article II.**

[Omit the following:](#)

Section 12A-9      Entire section

ETHICS TRAINING

Section 12A-10     Entire section

DISSEMINATION OF CODE OF ETHICS

Section 12A-11     Entire section

ETHICS PLEDGE

#### **Article III.**

[Omit the following:](#)

Section 12A-21(a) Entire section

City Officials

#### **Article IV.**

[Omit the following:](#)

Section 12A-28     Entire section

RESTRICTIONS ON LOBBYING

#### **Article V.**

[Omit the following:](#)

Section 12A-40     Entire section

FINANCIAL DISCLOSURE REPORT

Section 12A-41     Entire section

SHORT FORM ANNUAL REPORT

Section 12A-45     Entire section

VIOLATION OF REPORTING

REQUIREMENTS

#### **Article VII. LEGAL COUNSEL**

[The entire section is omitted.](#)

#### **Article VIII. ETHICS ADVISORY COMMISSION**

[The entire section is omitted.](#)

#### **Article IX.**

[The following sections are omitted:](#)

Section 12A-53     Entire section

HEARING PROCEDURES

Section 12A-54     Entire section

DISPOSITION OF COMPLAINT

#### **Article X. ENFORCEMENT, CULPABLE MENTAL STATE, AND PENALTIES**

[The entire section is omitted.](#)

#### **Article XI. ADMINISTRATIVE PROVISION**

[The entire section is omitted.](#)

3. **Administrative Directive (AD) 3-63 Workplace Violence**  
[No omissions.](#)
4. **Administrative Directive (AD) 3-61 Sexual Harassment: Prohibition of Workplace Harassment and Complaint Procedure**  
[No omissions.](#)

#### Non-Departmental Technical Publications

1. **Structural Firefighting: Initial Response Strategies and Tactics, 3<sup>rd</sup> Edition**, International Fire Service Training Association (January 1, 2022). Fire Protection Publications. ISBN: 978-0879397685  
All sections except:  
[Omit the following:](#)  
Chapter 1 Pages 8-76 Fire Dynamics  
Chapter 2 Pages 109-121 Sections: Prefire Planning; Understanding Surveys; Preparing for Prefire Surveys  
Chapter 7 Pages 239-270 Residential Scenarios  
Chapter 8 Pages 271-302 Commercial Scenarios  
Chapter 9 Page 303-334 Special Hazards Scenarios
2. **The Book of Search**, Firehouse Vigilance (Hardcover). Independently published (November 28, 2024). ISBN-13: 979-8345899892.  
[No omissions.](#)
3. **Building Construction the Firefighter's Battlespace**, Vincent Dunn (Hardcover) Independently published (March 18, 2022). ISBN-13: 979- 8326299000.  
[No omissions.](#)

#### Management Publications

1. **Incident Management for the Street-Smart Fire Officer, 2<sup>nd</sup> Edition**, John F. (Skip) Coleman. Copyright 2008. Pennwell Corporation. ISBN: 978-1-59370-150-5.  
[No omissions.](#)
2. **Extreme Ownership: How U.S. Navy SEALs Lead and Win**, Jocko Willink. St. Martin's Press; 1<sup>st</sup> edition (November 21, 2017). ISBN-13: 978-1250183866.  
[No omissions.](#)

**Note: TO ENSURE CANDIDATES MAY ADEQUATELY PREPARE FOR THIS EXAMINATION, REVISIONS/ AMENDMENTS/ CHANGES TO THE ABOVE-MENTIONED SOURCES THAT OCCUR ON OR AFTER JANUARY 14, 2026, WILL NOT BE INCLUDED IN THE EXAMINATION.**