

**ALEXANDRIA MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD  
NOTICE OF A PROMOTIONAL ASSISTANT FIRE CHIEF EXAMINATION**

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

Application forms may be obtained from Toria Banks, the Secretary to the Civil Service Board or Brittany Jackson, at 625 Murray Street, 3<sup>rd</sup> Floor, Alexandria, LA 71301

**Completed applications and the required attachments must be received by Toria Banks or Brittany Jackson, at 625 Murray Street, 3<sup>rd</sup> Floor by Thursday, July 31, 2025.** 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 listed below must be met by the filing deadline for application for admission to the examination.

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.


**Must possess a valid Louisiana driver's license.**

After offer of promotion, 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 be a regular and permanent employee in the class of District Fire Chief immediately preceding closing date for application to the board.

All persons hired in the position of Firefighter on or after October 8, 2003, must maintain a National and State of Louisiana Emergency Medical Technician Certification, during all times served in this position.

By direction of the chairman:

  
Toria Banks, Secretary

Post at all stations July 10, 2025, through July 31, 2025

<b>DO NOT REMOVE BY ORDER OF ALEXANDRIA MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD</b>
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THE CITY OF ALEXANDRIA IS AN EQUAL OPPORTUNITY EMPLOYER