SERGEANT

FBCSO

Sergeant Promotional Exam
December 2019

2019 PROMOTIONAL BRIEFING

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Introduction

The law enforcement community has long relied upon written, multiple choice exams for the assessment, ranking, and promotion of personnel into supervisory positions. The written exam can measure a candidate's ability to read, comprehend, and apply theoretical concepts which may be encountered by a supervisor with the Fort Bend County Sheriff's Office.

The Fort Bend County Sheriff's Office Civil Service Commission (the Commission) administers the competitive promotional process for the positions of sergeant, lieutenant, and captain. As authorized under §158.035 of the Texas Local Government Code, the Commission has adopted and published eligibility criteria and promotion process rules for the competitive written examination of candidates seeking promotion into one of the noted supervisory positions (reference Chapter 2 of the Civil Service Regulations, version 8.1).

The Commission remains the governing authority over the entire competitive promotion process. Dynamic Policing Solutions, Inc., is an authorized vendor supplying competitive promotion exams and assessment material to law enforcement agencies since 1992. All source materials, exam security, promotion process protocols, policies, and procedures are the responsibility of the Commission.

Following the scheduled briefing (which may be recorded), contact between candidates for promotion and the vendor will be restricted. All questions pertaining to the written exam, its administration, and/or the published source materials must be directed to the Commission or its designee.

The written examination for the position of ***Sergeant*** is scheduled for ***9:00 a.m., Wednesday, December 4, 2019***, at the Gus George Academy, Classroom #4: 1521 Eugene Heimann Circle, Richmond, Texas. Doors will open for registration at 8:30 a.m., doors will close at 9 a.m.

Late arrivals will not be admitted to the testing facility after 9:00 a.m.

You will have three (3) hours for the exam. Please bring your photo ID. To ensure that you are properly prepared for the exam, please review the rules of the test environment on the Civil Service webpage (www.fortbendcountytx.gov).

We wish all of the candidates well as they prepare for this competitive selection process.

Fort Bend Sheriff's Office Promotional Process

Written Examination – Wednesday, December 4, 2019 – 09:00 AM

The written exam will consist of a 100 question, multiple-choice examination to be administered according to the Commission Rules and Regulations, version 8.1. Each question will be valued at one point and cover the following source material.

- ***Community Policing: Partnerships for Problem Solving, 8th Edition***, by Linda S. Miller, Karen M. Hess and Christine H. Orthman. ISBN: 978-1-305-96081-7 ******Excluding Chapters 1, 11, 13 ,15 and 16******

- **The 21 Irrefutable Laws of Leadership: Follow Them and People Will Follow You, (10th Ann. Edition**), By John C. Maxwell, ISBN: 978-0-7852-8837-4; ISBN: 978-0-7852-8935-7.

- ***Fort Bend County Sheriff's Office General Orders*** provided by Fort Bend County Sheriff's Office: http://so.co.fort-bend.tx.us/SitePages/Home.aspx

- ***Texas Penal Code and Texas Criminal and Traffic Law Manual***: 2019-2021 updated Edition

- ***Fort Bend County Civil Service Commission Rules and Regulations,*** most updated version

The noted source material was posted and made available to the candidates and testing consultants. The listed materials will be the only documents used in the preparation and evaluation of the exam. The candidates are to select the best answer from the list of four possible choices provided. The correct answer will be extracted exclusively from the source material. The chapter and relevant page(s) from which the question and answer were taken will be provided to the candidate to ensure clarity.

Written Examination Challenges / Appeals

A candidate may file an appeal regarding any question on the exam. To do so, he or she must first answer the question. Upon completion of the exam the candidate must submit his or her appeal to the Civil Service Commission Coordinator in writing. The applicant appealing the test question will remain anonymous to the Test Review Committee members. Such questions will then be reviewed by any Test Review Committee members(s) after the exam, but before the test scores are posted. Should a change be approved, it will be made for all those testing.

Candidate Qualification for Oral Board Review

The ten (10) candidates with the highest passing scores and any other candidate scoring at least 70% and within ten (10) points of the highest preliminary score will be initially processed for advancement to the oral examination, to be administered by an Oral Review Board. The qualifying candidates will be provided with the date and time of their oral examination in writing. A list of the qualifying candidates and their Oral Review Board will be made available to all personnel through distribution or bulletin board posting.

The Oral Review Board requires a minimum score of 70% in order for the candidate to continue in the selection process and be placed upon the eligibility list.

Eligibility Term and Conditions

The eligibility lists established from the above process will be in effect for one year following the date it is certified and posted. The Civil Service Commission will certify and post said list with those eligible for a promotion ranked in descending numerically scored order.

The Fort Bend County Sheriff's Department retains all rights and privileges associated with the selection, disqualification, promotion, retention, and/or dismissal of any candidate(s) participating in the written examination and promotional processes.

Written Examination Preparation

As a sergeant, deputies under your command will look to you for advice, assistance, and guidance in the performance of their law enforcement activities. Because a sergeant may be called upon to fill any first-line supervision position within the department, the Fort Bend County Sheriff's Department recognizes the importance of knowing and applying the laws of the state and established supervision principles. The source material for this examination will provide a firm foundation for the many important decisions that you will need to make upon promotion.

As a guide for your study of the source material, the following sections should be stressed in your preparation. Please note that all material contained within the source material may appear on the exam; however, the following sections are of major importance to your new position and should be reviewed extensively.

The Fort Bend County Sheriff's Department Civil Service Commission remains the governing authority over the testing process and matters pertaining to the ranking of candidates for promotion.

Community Policing: Partnerships for Problem Solving, 8th Edition
(25 questions)

The entire text is testable material. Work to understand the concepts and principles expressed by the author, especially those associated with employee and first-line supervisory issues.

The 21 Irrefutable Laws of Leadership, 10th Edition
(40 questions)

The entire text is testable material. Work to understand the concepts and principles expressed by the author, especially those associated with employee and first-line supervisory issues.

Fort Bend County Sheriff's Office General Orders
(20 Questions)

All material contained within the Fort Bend County Sheriff's Office General Orders is testable material. Special emphasis should be placed on employee and first-line supervisory issues.

Texas Penal Code and Traffic Law Manual
(5 Questions)

Texas Penal Code Chapters			
21	Sexual Offenses	32	Fraud
22	Assault	39	Abuse of Office
28	Criminal Mischief (exclude 28.02)	42	Disorderly Conduct
29	Robbery	43	Public Indecency
30	Burglary and Criminal Trespass	46	Weapons
31	Theft	49	Intoxication Related

Texas Code of Criminal Procedure
(5 Questions)

Texas Code of Criminal Procedure Chapters			
5	Family Violence	14	Arrest without Warrant
2.12	Who are Peace Officers	15	Arrest under Warrant
2.13	Duties and Powers		

Texas Family Code
(5 Questions)

Texas Family Code Chapters			
51.03	Delinquent Conduct	71	Protective Orders
52.01	Taking into Custody	86	Law Enforcement Duties

Fort Bend County Civil Service Commission Rules and Regulations, version 3.1

(No Questions)

Although no questions from this source will appear on the exam, all candidates are encouraged to read and become familiar with the administration of employee and department rights, privileges, processes, and procedures as adopted and published by the commission.

Fort Bend County Sheriff's Office General Order Questions

1) As set out in General Order 02-01, ***Core Standards of Conduct***, employees are prohibited from posting, transmitting, and/or disseminating a likeness or image of logos or emblems of the Fort Bend County Sheriff's Office. The directive also specifically prohibits which of the following?

   a) Disseminating the employee's official title
   b) Posts advocating a particular political view
   c) Jokes with a sexual overtone
   d) Family photos with the employee

2) General Order 03-01, ***Chain of Command and Supervision***, states that employees are expected to follow their chain of command concerning communication with higher authority. Which specific type of complaint was identified as an exception to this chain of command policy?

   a) The matter involves a complaint of moral turpitude
   b) The matter involves a complaint of sexual harassment
   c) The matter involves a complaint of criminal activity
   d) No exception to this policy was listed

Texas Penal Code

3) Under Penal Code Section 31.08, ***Value***, if property or service has value that cannot be reasonably ascertained, what value is the property deemed to have?

   a) More than $1,500, but less than $20,000
   b) More than $750, but less than $2,500
   c) More than $50, but less than $500
   d) Less than $50

Texas Code of Criminal Procedure

4) Code of Criminal Procedure article 13.36, ***Stalking***, states that the offense of Stalking may be prosecuted_____.

   a) in the county where the complaint resides
   b) in the county where the suspect resides
   c) in the county where either the suspect or the complainant resides
   d) in any county in which an element of the offense occurred

Answers to Sample Questions

Sample General Order Questions

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