

2020 Sergeant Letter of Intent

Use only this form any alterations/ modifications to this form will not be accepted.

Please email or hand deliver:

DEADLINE: APRIL 28, 2020 (By Noon)

The Fort Bend County Sheriff's Office
Civil Service Commission: (281) 341-8590
Physical Address: Justice Center
1422 Eugene Heimann Circle #20268
Richmond, Texas 77469
Civilservicecommission@fortbendcountytexas.gov

APPLICANT: _____

LAST NAME/ FIRST NAME **CELL PHONE** **EMAIL**

TCOLE PID #: _____ **Division:** _____

PROVIDE YOUR date of hire without a break in service with the FBCSO:

Month: _____ **Day:** _____ **Year:** _____

Minimum Job Requirements: You must have completed 24 months cumulative service within the past 30 months as an employee of the FBCSO, no later than 5 working days prior to the date on which the written test is administered. You must also meet the minimum job requirements per the job description.

You may only earn TCOLE or College points, not both. The highest point value will be used.

SELECT ONLY ONE

TCOLE LEVEL:

___ Intermediate ___ Advanced ___ Master

OR COLLEGE:

___ AA/ Basic TCOLE ___ Bachelors ___ Masters ___ Ph.D

___ **60 College Credit hours with a GPA of 2.0 (C) or higher and Basic TCOLE**

By my signature below, I hereby certify that in accordance with The Fort Bend County Sheriff's Office Civil Service Rules and Regulations and the Sheriff's Office Minimum Job Requirements, I meet the requirements for the rank of **Sergeant**. I confirm that I am not currently on placement/ disciplinary probation 5 working days prior to the date on which the examination is administered. I understand that the SO HR department will confirm my eligibility to participate in the CSC promotional process. I also certify that all information provided on this form is correct and I understand that failure to follow instructions may result in a rejection of the application. Upon receipt of your application, you will receive an email from the Civil Service Coordinator verifying receipt of your letter of intent. If you decided to withdraw your Letter you must do so five (5) days prior to the deadline date, **April 28, 2020**.

Signature / Date

If you are requesting an exception to participate in the promotional process, you must submit your request to the CSC, 30 days prior to the exam for review by the CSC. Your request must be heard at an agenda meeting, there will be no exceptions.

2020

SERGEANT WRITTEN EXAM

The Sergeant Promotional Exam is schedule for May 5, 2020 (Tuesday) at 9 am. The exam will be administered at Gus George Academy: Classroom # 7. Doors will open for registration at 8:30 am, doors will close at 9 am, no late entry will be accepted and you will have 3 hours to complete the exam. Please bring your valid photo ID.

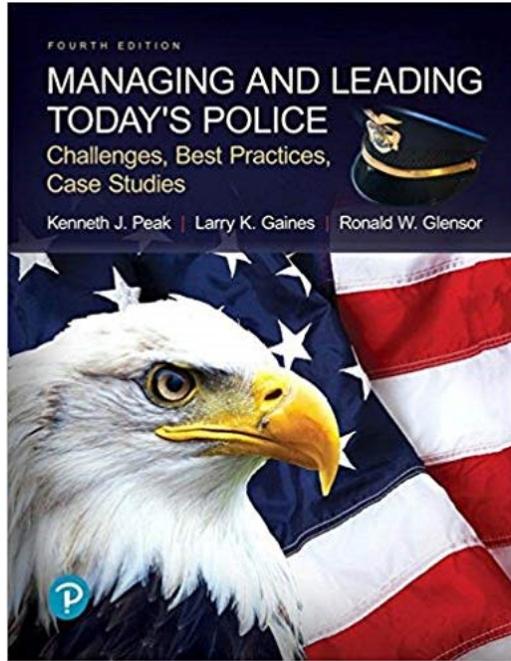
Please find the below recommended study materials as chosen by the Sheriff's Office. It is recommended that you purchase/ rent and/ or borrow both books to prepare for the written exam.

RECOMMENDED STUDY MATERIALS

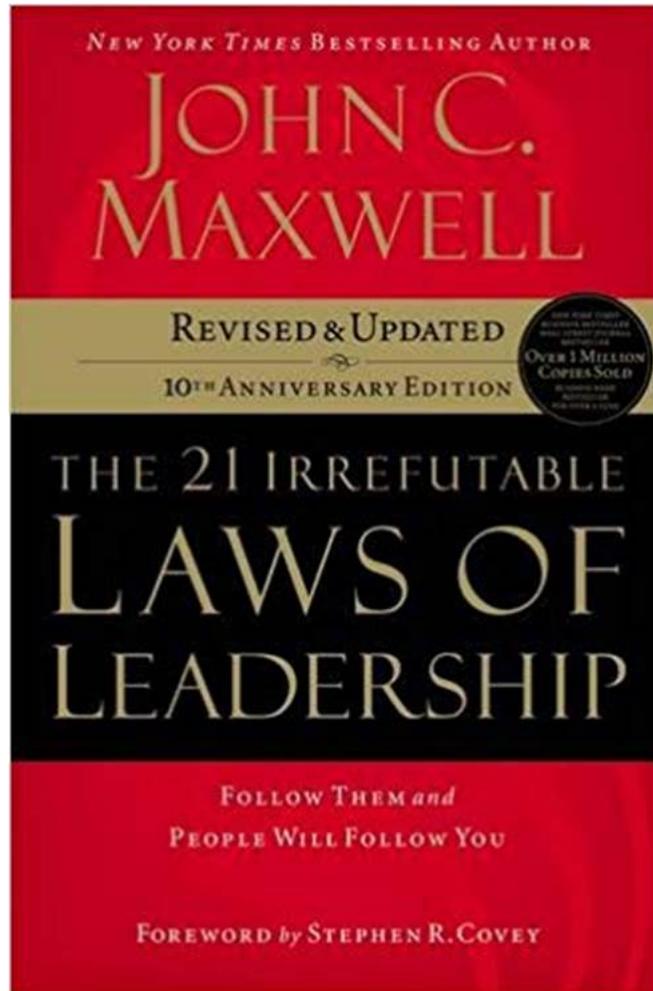
1. **Managing and Leading Today's Police: Challenges, Best Practices, Case Study (4th Edition), By Kenneth J. Peak/ Larry K. Gaines/ Ronald W. Glensor
ISBN-13: 978-0134701271; ISBN-10: 0134701275
*** (Part II, Chapters 5,6,7 and 8 will NOT be on the exam) *****
2. **The 21 Irrefutable Laws of Leadership: 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**
3. **Texas Criminal and Traffic Law Manual 2019-2021 Edition
*** Additionally make sure you review Criminal Laws of Texas 2019-2021, By the Texas District Attorney and County Attorney Association *****
4. **The FBCSO General Orders Revised: 10-20-2018**

RECOMMENDED BOOKS

1. **Managing and Leading Today's Police: Challenges, Best Practices, Case Study, By Kenneth J. Peak/ Larry K. Gaines/ Ronald W. Glensor**
ISBN-13: 978-0134701271; ISBN-10: 0134701275
(Part II, Chapters 5/6/7 and 8 will NOT be on the Exam)



2. 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



Texas Criminal and Traffic Manual Edition 2019-2021

***** Criminal Laws of Texas 2019-2021 by the Texas District and County Attorney Association*****

Below are the recommended codes/ procedures. It is also recommended that you prepare by studying the Criminal Laws of Texas 2019-2021. If it states CCP 2.12, it means to study only that portion of the code. If it states CCP Chapter 5, it means to study the entire chapter.

Code of Criminal Procedure (2017-2019 Legislative Update):

- Chapters
 - 5 - Family Violence
 - 2.12 - Who Are Peace Officers
 - 2.13 - Duties and Powers
 - 14 – Arrest without Warrant
 - 15 – Arrest under Warrant

Penal Code (2017-2019 Legislative Update):

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

Family Code (2017-2019 Legislative Update):

- Chapters
 - 51.03 – Delinquent Conduct and Conduct Indicating a Need for Supervision
 - 52.01 – Taking into Custody
 - 71 – Definitions ref Protective Orders and Family Violence
 - 86 – Law Enforcement Duties relating to Protective Orders