

**SEATTLE HUMAN RESOURCES
2022 EXAMINATION BIBLIOGRAPHY FOR FIRE CAPTAIN**

Final: December 30, 2021

The exam application filing dates will be January 3-19, 2022. The written examination for Fire Captain will tentatively be held on Friday, April 1, 2022, at a location to be determined.

Please see the “Outline of the Command Job” for the general scope of the promotional examination.

NOTE: New reference material issued after December 30, 2021, will NOT be included on the written examination.

Candidates who pass the written examination will be scheduled for the oral board portion of the examination (assessment center), tentatively scheduled for May 16 -20, 2022. Candidates may need to attend more than one day during this period. Candidates must attend all portions of the Oral Board/Assessment Center to be placed on the Register. The assessment center examination exercises will be based on the 1) skills and abilities identified by the job analysis as critical for successful job performance as a Captain, 2) information from the Promotion Development Committee who serve as subject matter experts, and 3) reading materials in the bibliography.

All examination dates, times, and locations are tentative and may be changed in compliance with the current COVID-19 public health guidelines.

Please contact the Seattle Human Resources Fire & Police Exams Unit at Yoshiko.gracematsui@seattle.gov if you have any questions on the bibliography or the exam process.

A bibliography of study material on which the written examination will be based includes the following:

SOURCE TITLE	CONTENTS
A Big Picture Approach to Personnel Issues , by Paul Atwater	All, excluding Section G. Note: if there are conflicts between information in this source and the POG, the POG will prevail.
Addicted to Awake: Sleep Deprivation in the Fire Service , by Jacqueline and Sean Toomey	All

<u>Building Construction for the Fire Service</u> , 4th Edition, by Francis Brannigan	Chapters 2, 3, Chapter 5 - pages 104 - 122 "Fire Protection Systems." (Excluding all case studies, wrap-ups, tactical considerations, tables, figures, words from Brannigan, and the Appendices.)
<u>Crucial Conversations - Tools for Talking When Stakes are High</u> , 2 nd Edition, by Patterson, Grenny, McMillan, and Switzler	All
<u>Emergency Response Guidebook</u> , 2020	Inside cover, pages 1 -4, 10 -14, 18 -27, 92, 289 -295, 354-373 (excluding tables). Page numbers taken from printed book.
<u>Fire and Emergency Services Company Officer</u> , IFSTA 6 th Edition (2019)	Chapters 3, 4, 6, 9, 10, 11, and 14
<u>Fire Safety Academy ULS</u>	
	Water Mapping in Residential Structures
	Suppression Tactics in Single-Family Homes
	Residential Attic and Exterior Fires
	Understanding and Fighting Basement Fires
	Impact of Horizontal Ventilation on Fire Behavior
	Vertical Ventilation and Suppression Tactics in Residential Structures
<u>Fireground Strategies</u> , 2 nd Edition, by Anthony Avillo	Chapters 1 (up to and excluding "Size-up"), 2, 5, 6 (excluding pages 265-266 "Pump Pressures for attack lines"), 7 (excluding pages 331-345), 8-13. (Excluding all Case Studies, Scenarios, Questions for Discussion, Exhibits, figures, graphics, and the Conclusion on pages 661-669).
<u>How to be an Antiracist</u> . 1 st Edition, by Ibram X. Kendi, One World Publishing (2019)	All
<u>Is Everyone Really Equal?</u> , 2 nd Edition, by Sensoy, DiAngelo, and Banks (2017)	Chapters 3, 4, 5, 6, 7, 8, Excluding "Discussion Questions" and "Extension Activities"
Local 27 Union Contract (Effective Jan 1 2019 through December 31, 2021)	Articles 5, 6, 7, 8, 10, 13, 15, 20
Policies and Operating Guidelines, SFD (11/23/2020)	All Policies that relate to the Guidelines listed below:
	Volume I:
	1000 – 1002

	1005 – 1007
	2001 (Excluding 2001.88 starting at “Company Inspection Assignments” – 2001.19)
	2002
	3000 All (Excluding 3001, 3006, 3010.8 funeral support matrix, 3014)
	4000 All (Excluding 4004-4005)
Policies and Operating Guidelines, SFD (11/23/2020)	All Policies that relate to the Guidelines listed below:
	Volume II:
	5001, 5003-5005, 5007.1-5007.5 (up to and excluding “Implementation of Authority), 5010, 5011, 5012-5016, 5018
	5501, 5502, 5505-5509
	6002-6011
	7002
	7004.1-7004.3 (excluding all charts)
	7005-7007
	9000, All
Post Incident Analysis Reports	
	Ballard Fatality House Fire 2/24/2019
	Greenwood Natural Gas Explosion 3/9/2016
	Harborview Radiological Incident 5/2/2019
	Mount Baker 2-11 7-30-2019
	Spear Place Fatality Fire 12/31/2018
Race and Social Justice Initiative, SFD – RSJI Binder Materials	
	Tab D: Why Lead with Race?
	Tab E: Race Inequity Definitions
<u>Seattle and King County 2019 EMT Patient Care Protocols, Public Health-Seattle & King County</u>	Pages 5-57, 68 -70, 75-76, 79 – 113
Sexual Harassment Prevention Training Manual for Managers and Supervisors, 3rd Edition, by Paul Gibson, J.D., S.P.H.R. and Marjorie A. Johnson, J.D.	All
SOGS, SFD	Including all command sheets, diagrams, and indicated reference docs/materials.
	Defensive Fire
	Derelict Building

	Electrical Vault
	Fireground Communications (Including SOGRD Fireground Comms – Reference Document)
	General Command Operations
	Hazardous Materials (Including SOGRD Hazardous Materials – Reference Document)
	High-Rise
	Low- Rise Rise (Including SOGRDs Low-Rise Engine Ops – Reference Document and Low-Rise – Ladder Ops Reference Document)
	Mayday (Including MAYDAY – Reference Document)
	Natural Gas
	Rapid Intervention Team (Including RITRD – Rapid Intervention Team – Reference Document)
	Rescue - Elevator (Including SOGRD – Rescue – Elevator Reference Document, LOTO Kit Contents)
	Rescue Extrication
Standing Orders, SFD	
	IM EPI Training ppt
	Spinal Immobilization Guideline
	Stroke Guideline
	BLS Cardiac Arrest Standing Orders
	Stroke Flowsheet
Strategies for Increasing Diversity, Equity, and Inclusion in Fire and Emergency Services (King County Fire Chiefs Association), prepared by Plumb Research Services LLC	All
Training Guides Manual, SFD	
	#08-04 - Limited Access Roadways
	#09-02 - Hydrant Supplies
	#10-13 Emergency Elevator Operations
	#18-08 - Search – Single Family Residence
<u>True Leadership: Twelve Principles Public Safety Leaders Must Adopt to Be Successful in the 21st Century</u> , by P. Lamont Ewell	All
Work-Life Balance in the Fire Service , by Firefighter Nation Content Directors	All

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