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Mayor

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
BUREAU OF EXAMINATIONS

YUME KITASEI
Commissioner

NOTICE OF EXAMINATION

PROMOTION TO BATTALION CHIEF (FIRE) Exam No. 6568

WHEN TO APPLY: From: May 7, 2026
To: May 27, 2026

APPLICATION FEE: \$101.00

Candidates paying the application fee with a credit, debit, or gift card will incur a nonrefundable 2.00% service fee. However, veterans, unemployed individuals, and those receiving public assistance or supplementary security income qualify for a fee waiver.

THE TEST DATE: Multiple-choice testing is expected to begin on **Wednesday, August 19, 2026.**

**YOU ARE RESPONSIBLE FOR READING THIS ENTIRE NOTICE
BEFORE YOU SUBMIT YOUR APPLICATION.**

WHAT THE JOB INVOLVES:

Battalion Chiefs (Fire), under general direction, are responsible for the command and control of a battalion; supervise the operations of companies at fire scenes, emergencies, inspections and during fire training drills; conduct inspections per FDNY procedures; review all Battalion-related correspondence and take appropriate action; conduct performance evaluations of pertinent staff; oversee personnel scheduling; delegate duties as needed; complete forms; coordinate activities at fires and emergencies with outside agencies and/or the public; conduct investigations of specific issues and/or problems; oversee the maintenance of Battalion records; and drive a motor vehicle. All Battalion Chiefs (Fire) perform related work.

Special Working Conditions:

Battalion Chiefs (Fire) will be required to work various shifts including nights, Saturdays, Sundays, and holidays. Some of the physical activities performed by Battalion Chiefs (Fire) and environmental conditions experienced are: working in an atmosphere of background noise, including warning devices of fire, police, EMS, as well as other audible noises caused by the din of fire ground activities; understanding and giving verbal directions via hand-talkies, Fire Department radios, etc.; distinguishing through the sense of smell what is burning, i.e. food, wood, etc.; making judgments based on heat to determine if fire is extending or traveling through hidden voids in walls; reading small print such as that found on Mobile Data Terminal printouts; bending down to put on boots or pick up equipment from the floor of a vehicle; carrying and utilizing heavy equipment, such as Scott tank; climbing a ladder during fire operations; walking or running on slippery, uneven and uncertain surfaces, such as roofs; working in areas where there is danger of ceilings, floors, or walls collapsing; working in areas where there may be exposure to ionizing and nonionizing substances, magnetic and electronic fields, PCBs and other hazardous chemicals and smoke; working outdoors in inclement and/or extreme weather conditions; and working under low light conditions.

(This is a brief description of what you might do in this position and does not include all the duties of this position.)

THE SALARY:

The current minimum salary is \$161,786 per annum. This rate is subject to change.

ELIGIBILITY TO TAKE EXAMINATION:

This examination is open to each employee of the New York City Fire Department who **on the date of the multiple-choice test:**

- holds a permanent (not provisional) competitive appointment or appears on a Preferred List (see Note, below) for the title of Captain (Fire); **and**
- is not otherwise ineligible.

(**Note:** A "Preferred List" is a civil service list which is only for certain former permanent employees of the eligible title who have rehiring rights.)

This examination is also open to employees who were appointed to an eligible title pursuant to New York State Civil Service Law, section 55-a, and who meet all other eligibility requirements.

If you do not know if you are eligible, check with **your agency's personnel office**. You may be given the test before we verify your eligibility. You are responsible for determining whether or not you meet the eligibility requirements for this examination before submitting your application. If it is determined before the test date that you are not eligible to participate in this examination, you will not receive an Admission Notice to take the multiple-choice test, you will not be permitted into the test site, and your application fee will not be refunded. If it is determined after the test date that you are not eligible to participate in this examination, your application fee will not be refunded and you will not

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

receive a score.

ELIGIBILITY TO BE PROMOTED:

In order to be eligible for promotion, you must have completed your probationary period in the eligible title as indicated in the above "Eligibility To Take Examination" section, and you must be permanently employed in the eligible title or your name must appear on a Preferred List for the eligible title at the time of promotion. Additionally, you must have served permanently in the eligible title for at least two years. However, pursuant to Civil Service Law § 52(10)(b), effective September 4, 2024, time served as a provisional appointee in an eligible title will be credited toward the one-year requirement to be promoted if, after September 4, 2024, you received a permanent appointment to the eligible title immediately following the provisional appointment.

Note: See "EFFECTS OF A BREAK IN SERVICE" section, below.

REQUIREMENT(S) TO BE PROMOTED:

Education Requirement: In order to be eligible for promotion to Battalion Chief (Fire), you must possess a Baccalaureate degree awarded by a college or university accredited by an accrediting body recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation ("CHEA"). You must submit all official documents and proof required to qualify to the FDNY Promotion Desk at least four weeks prior to the date of promotion. Foreign education must be evaluated by an approved Foreign Education Evaluation Service. This evaluation must be completed prior to the submission of these credits to the FDNY Promotion Desk in order to meet the educational requirement for promotion.

Driver License Requirement: By the time you are promoted to this position, you must have a motor vehicle driver license valid in the State of New York. If you have any serious moving violation(s), license suspension(s), or an accident record, you may be disqualified. This license must be maintained for the duration of your employment.

PROBATIONARY PERIOD:

The probationary period for Battalion Chiefs (Fire) promoted as a result of this examination is twelve months.

HOW TO APPLY:

Apply through the Online Application System (OASys) at www.nyc.gov/examsforjobs. Follow the onscreen application instructions to submit your application and payment. A valid email address is required. Free email accounts are available from Google, Yahoo!, AOL, Outlook.com, or Mail.com.

New OASys accounts must be verified to confirm your email address is valid and that you have access to the email account. You will receive a confirmation email from OASys to confirm your account upon registering for your OASys account. If any issues arise, contact DCAS at nyc.gov/CivilServiceNowNYC and select the applicable subject. If you do not receive the confirmation email, check your spam or junk mail folder before contacting DCAS.

You can pay with major credit cards, bank cards, or prepaid debit cards with a credit card logo. Veterans and individuals receiving certain public assistance may qualify for a fee waiver. For more information on eligibility and required documentation, visit the Fee Waiver FAQs on OASys at <https://a856-exams.nyc.gov/OASysWeb/faqs>.

You may come to the DCAS Computer-based Testing & Application Centers to apply for this examination online.

The centers will be open Monday through Friday from 9:00 AM to 5:00 PM:

Manhattan

2 Lafayette Street
17th Floor
New York, NY 10007

Brooklyn

210 Joralemon Street
4th Floor
Brooklyn, NY 11201

Queens

118-35 Queens Boulevard
5th Floor
Forest Hills, NY 11375

Staten Island

135 Canal Street
3rd Floor
Staten Island, NY 10304

Bronx

1932 Arthur Avenue
2nd Floor
Bronx, NY 10457

The DCAS Computer-based Testing & Application Centers will be closed on Monday, May 25, 2026.

Application Receipt:

After applying for the examination through the Online Application System (OASys), expect an immediate receipt via email. If you don't see it, be sure to check your Junk, Trash, or Spam folders. Alternatively, you can view a summary of your application status on your OASys Dashboard under "Notifications." If you still can't find the email, contact DCAS at nyc.gov/CivilServiceNowNYC and select the applicable subject. Include your exam number and profile number for easier identification. Also, verify that your email address in your profile is accurate and up to date. Finally, add OASys@dcas.nyc.gov to your known senders to ensure you receive all important communications.

Special Circumstances Guide:

This Guide provides instructions for requesting alternate test dates for religious observances, how to apply for disability accommodations, Legacy credit, and address changes. Following the relevant instructions in the guide is crucial when filling out the "Application for Examination." Guide Link:

https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/pdf_c_special_circumstances_guide.pdf

Civil Service Guidance for Veterans:

There are a range of benefits available to eligible veterans in their civil service careers. Specifically, veterans and disabled veterans may be eligible for application fee waivers, preference credits, make-up exams, retroactive seniority, and age deduction where the exam has maximum age requirements. Review the Civil Service Guidance for Veterans at: <https://www.nyc.gov/assets/dcas/downloads/pdf/employment/faqs-for-veterans.pdf>

PENALTY FOR MISREPRESENTATION:

Any intentional misrepresentation on the application or examination may result in disqualification, even after promotion, and may result in criminal prosecution.

REQUIRED INFORMATION:

Application for Examination: Follow the online instructions, including those relating to the payment of fee and, if applicable, those found in the Special Circumstances Guide.

THE TEST:

The multiple-choice test will be given at a computer terminal. A score of at least 70% is required to pass this test. If you pass the multiple-choice test, your score on this test will determine 50% of your final score. Your seniority will determine the remaining 50%. Only passing candidates will be credited with Seniority and Departmental Awards and, if applicable, Veterans' Preference credit.

The multiple-choice test is designed to assess the extent to which candidates have certain knowledge and abilities determined to be important to the performance of the tasks of a **Battalion Chief (Fire)**. Task categories to be tested are as follows: Fire/Emergency Size-Up and Evaluation; Fire/Emergency Management: Operational Procedures, Strategies and Tactics; Communications; Monitoring, Follow-Up and Other Associated Activities; Fire Prevention Administration Activities; Community/Human Relations; Personnel Management and Supervisory Duties; Investigations; and Reports, Record Keeping and General Office Duties.

The test may include questions which require working knowledge or better (with and without Reference Material) in effect up to and including **March 31, 2026** from the FDNY Battalion Chief Manual available on the FDNY Cloud Rank Specific Manual Section.

The test may also include questions requiring the use of the following abilities:

Analytical Thinking: Analyzing information and using logic to address specific work-related issues and problems; involves the identification of problems, not the implementation of solutions. **Example:** A Battalion Chief might use this ability to analyze fire behavior in cocklofts.

Attention to Detail: Being careful about detail and thorough in completing work tasks. **Example:** A Battalion Chief might need this ability when paying attention to each unit's position at the scene of a fire.

Judgment & Decision-Making: Reviewing information to develop and evaluate the relative costs and benefits of potential solutions to problems and choosing the most appropriate one; implementing a course of action determined by thinking analytically. While similar to Planning & Organizing, Judgment and Decision-Making are typically applied over a shorter time frame. **Example:** A Battalion Chief might need this ability when deciding if members should remain at a fire and for hose line operations.

Planning & Organizing: Establishing a method of execution to accomplish a specific goal over an extended period of time; determining appropriate assignments and allocation of resources. **Example:** A Battalion Chief might need this when performing a size-up at a fire scene.

Certain questions may need to be answered on the basis of documents or other information supplied to the candidates on the date of the multiple-choice exam.

SENIORITY AND DEPARTMENTAL AWARDS

Method of Computing Seniority: Use the following chart to determine the score for seniority for permanent service in the eligible title of Captain (Fire), subject to the conditions below:

If your date of Permanent Appointment to Captain (Fire) is:	You Will Receive:	If your date of Permanent Appointment to Captain (Fire) is:	You Will Receive:
08/20/2026 or after	not eligible	05/20/2021 - 08/19/2021	80.000 percent
05/20/2026 - 08/19/2026	70.000 percent	02/20/2021 - 05/19/2021	80.250 percent
02/20/2026 - 05/19/2026	70.500 percent	11/20/2020 - 02/19/2021	80.500 percent
11/20/2025 - 02/19/2026	71.000 percent	08/20/2020 - 11/19/2020	80.750 percent
08/20/2025 - 11/19/2025	71.500 percent	05/20/2020 - 08/19/2020	81.000 percent
05/20/2025 - 08/19/2025	72.000 percent	02/20/2020 - 05/19/2020	81.250 percent
02/20/2025 - 05/19/2025	72.500 percent	11/20/2019 - 02/19/2020	81.500 percent
11/20/2024 - 02/19/2025	73.000 percent	08/20/2019 - 11/19/2019	81.750 percent
08/20/2024 - 11/19/2024	73.500 percent	05/20/2019 - 08/19/2019	82.000 percent
05/20/2024 - 08/19/2024	74.000 percent	02/20/2019 - 05/19/2019	82.250 percent
02/20/2024 - 05/19/2024	74.500 percent	11/20/2018 - 02/19/2019	82.500 percent
11/20/2023 - 02/19/2024	75.000 percent	08/20/2018 - 11/19/2018	82.750 percent
08/20/2023 - 11/19/2023	75.500 percent	05/20/2018 - 08/19/2018	83.000 percent
05/20/2023 - 08/19/2023	76.000 percent	02/20/2018 - 05/19/2018	83.250 percent
02/20/2023 - 05/19/2023	76.500 percent	11/20/2017 - 02/19/2018	83.500 percent
11/20/2022 - 02/19/2023	77.000 percent	08/20/2017 - 11/19/2017	83.750 percent
08/20/2022 - 11/19/2022	77.500 percent	05/20/2017 - 08/19/2017	84.000 percent
05/20/2022 - 08/19/2022	78.000 percent	02/20/2017 - 05/19/2017	84.250 percent
02/20/2022 - 05/19/2022	78.500 percent	11/20/2016 - 02/19/2017	84.500 percent
11/20/2021 - 02/19/2022	79.000 percent	08/20/2016 - 11/19/2016	84.750 percent
08/20/2021 - 11/19/2021	79.500 percent	08/19/2016 or earlier	85.000 percent

Terms and Conditions Governing Credit for Departmental Awards: Service in titles other than the eligible title will not be given seniority credit, except as provided by law. No credit will be given for more than the actual amount of service an eligible has, except as provided by Section 243 of the NYS Military Law. Any employee who, pursuant to court order or otherwise, has been accorded retroactive seniority by the Department of Citywide Administrative Services in the title of Captain (Fire) shall be given appropriate credit.

Note: See "EFFECTS OF A BREAK OF SERVICE " section, below

Departmental Awards: Use the following chart to determine the credit to be added for department awards:

<u>For each of the following awards:</u>	<u>Add the following:</u>
Roll of Merit, Class 1	1.500 percent
Roll of Merit, Class 2	1.000 percent
Roll of Merit, Class 3	0.500 percent
Service Rating A	0.250 percent
Service Rating B	0.125 percent
Unit Citation	0.063 percent
Pre-Hospital Save	0.063 percent

Terms and Conditions Governing Credit for Departmental Awards:

- Credit for awards is granted in one successful examination only, i.e., an examination in which the participating candidate attains a place on the eligible list and from which list he/she subsequently promoted and passes probation. Credit for an award will not be split between two promotion exams. If a candidate previously reached the maximum on seniority and departmental awards for other promotion exams by using less than the full value of an award, the remainder of the value of the award will not be granted on this examination.
- Credit for awards must be used by candidates at the earliest opportunity, i.e., in the first successful examination following acquisition and recognition of the award. Credit for awards will be granted in date order, i.e., oldest awards will be credited first.
- Only departmental awards which have actually been granted on or before the date of the multiple-choice test will be credited. Any additional credit earned for awards beyond the maximum may be granted in a subsequent promotion examination, except for awards given partial credit as indicated in "a" above.

The maximum score attainable for seniority and the above departmental awards is 100 percent.

Seniority and departmental awards, and Veteran's Preference Credit will be awarded only to those candidates who pass the multiple-choice test.

EFFECTS OF A BREAK IN SERVICE: The period of a break in service will not be credited toward eligibility to be promoted or in the computation of seniority credits. Additionally, any time served prior to a break in service of more than one year will not be credited for these purposes.

EXAM SITE ADMISSION:

Your Admission Notice will be available on your Dashboard in OASys 14 days before the first date on which testing is expected to begin. Test site assignments will take your address into consideration, but nearness to your address cannot be guaranteed.

Warning: The use of electronic devices at the test site is strictly prohibited. This includes phones, smart watches, cameras, e-cigarettes, vape pens and/or other portable media or electronic devices. Any of these items brought to the test site will be placed in a Yondr pouch and sealed until after the exam event (Examination, Protest Review Session, TVB session). Headphones and earbuds are also not allowed. Only basic, hand-held calculators with addition, subtraction, multiplication, and division functions are permitted; calculators with additional features are banned and will be sealed in a Yondr pouch if brought to the site. If you use any prohibited devices or remove them from your Yondr pouch without authorization-whether in the testing area, restroom, hallway, or any other location-you will have your test score nullified, be barred from taking civil service tests for up to five years and forfeit your application fee.

If you have a medical assistive device that sends alerts or vibrates, you must obtain written authorization from DCAS to use it during the test. To request authorization, contact DCAS at testingaccommodations@dcas.nyc.gov. Furthermore, you cannot bring anyone with you while being processed or taking the test, and no one is allowed to wait for you inside the Computer-based Testing & Application Center during the exam.

Required Identification: To enter the test site, you must bring one valid (non-expired) ID that includes both your signature and photo. The name on your ID must match the first and last name used in your exam application. If you fail to provide an acceptable form of identification, you may be denied entry to the test. Acceptable forms of identification (bring one) are as follows: State issued driver's license, City or State issued identification card, IDNYC, US Government issued Passport, US Government issued Military Identification Card, US Government issued Alien Registration Card, Employer ID with photo, or Student ID with photo.

Leaving: After completing your test, you must leave the test site immediately. If you exit the site after being fingerprinted but before finishing the test, you will not be allowed to re-enter. Ignoring this instruction and attempting to re-enter could result in not receiving your test results, nullification of your test score, and forfeiture of your application fee.

CHANGE OF MAILING ADDRESS, EMAIL ADDRESS, AND/OR TELEPHONE NUMBER:

It is essential to promptly notify DCAS of any changes to your mailing address, email address, or phone number. Without your correct contact information, you may miss important updates regarding your exam(s), appointment considerations, or critical information that requires a timely response. To update your contact information, follow these steps:

- City Employees: update your information in NYCAPS Employee Self-Service (ESS) at www.nyc.gov/ess
- All Others: Log into your OASys account at www.nyc.gov/examsforjobs, navigate to your Dashboard, and update your Profile page.

CHANGE OF NAME AND/OR SOCIAL SECURITY NUMBER:

To change your name and/or social security number with DCAS, use the Data Correction Form and follow all instructions provided. You can access the DCAS Data Correction Form at the following link:
<https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/dp148a.pdf>.

THE TEST RESULTS:

If you pass the multiple-choice test and are marked eligible, your name will be placed on an eligible list in final score order. You will receive a list number and be notified of your test results via email. This eligible list determines the order of candidates considered for appointment, usually active for four years.

For more information about the civil service system, visit: <https://www.nyc.gov/site/dcas/employment/more-about-civil-service.page>.

If you believe your test was rated incorrectly, you can appeal your score to DCAS, Committee on Manifest Errors, using the Online Application System (OASys). Your appeal must clearly state the reasons for requesting a higher score and may result in a different rating.

SPECIAL ARRANGEMENTS:

Late Filing:

Consult **your personnel office** to determine the procedure for filing a late application if you meet one or more of the following conditions:

1. You are absent from work for at least one-half of the application period and cannot apply for reasons such as vacation, sick leave or military duty; or
2. You become eligible after the above application period closed but before the date on which testing is expected to begin.

Make-up Test:

You may apply for a make-up test if you cannot take the test on the regular test date(s) for any of the following reasons:

1. being ordered to military duty; or
2. compulsory attendance before a court or other public body or official having the power to compel attendance; or
3. on-the-job injury or illness caused by municipal employment where you are an officer or employee of the City; or
4. absence from the test within one week after the death of a spouse, domestic partner, parent, parent-in-law, sibling, child or child of a domestic partner where you are an officer or employee of the City; or
5. a clear error for which the Department of Citywide Administrative Services or the examining agency is responsible; or
6. a temporary disability; or
7. pregnancy, childbirth or a related medical condition.

To request a make-up test, contact Administration, Customer, and Exam Support (ACES) by email at testingaccommodations@dcas.nyc.gov, as soon as possible, and include documentation of the special circumstances that caused you to miss your test.

The General Examination Regulations of the Department of Citywide Administrative Services (DCAS) apply to this examination and are part of this Notice of Examination. They are posted at nyc.gov/dcas and copies are available at the DCAS Computer-based Testing & Application Centers.

The City of New York is an Equal Opportunity Employer.
Title Code No. 70370; Fire Service.

**For information about other exams, and your exam or list status, call 212-669-1357.
Internet: nyc.gov/dcas**