

RULE VI—EXAMINATIONS

6.6 — Promotional Examinations

In addition to or in lieu of an original entry examination, the Commission or the Chief Examiner may conduct a promotional examination. Promotional examinations shall be competitive among qualified candidates of ~~the next~~ lower ranks for Police and Fire sworn positions or any lower job class for nonsworn positions.

~~The examination will generally include a written or comparable assessment and oral examination, merit and seniority. The relative weights per part shall generally be: written or comparable assessment - 50 percent, oral examination - 30 percent, ascertained merit - 20 percent.~~

A. The following criteria shall be used to establish the promotional list for Sergeants and Lieutenants in the Police Department:

~~1. -The examination will generally include a written or comparable assessment, and oral examination, merit, and seniority. The relative weights per part shall generally be: written or comparable assessment - 50 percent, oral examination - 30 percent, ascertained merit - 20 percent.~~

~~2.~~ Merit. The department head and respective supervisory personnel of the employee seeking promotion will rate the individual on job knowledge, performance and work habits. Forms will be provided by the Chief Examiner. The department head, or his designee, shall discuss the rating with the employee.

~~3.~~ Seniority. Points for seniority will be added to the final score in accordance with Rule 4.7.

B. The following criteria shall be used to establish the promotional list for Engineers, Lieutenants, and

Captains, and Battalion Chiefs in the Fire Department:

1. The written examination and the assessment center, combined, shall total 100 points (“the combined score”).
2. The written examination shall be scored on a scale of 100 points and then shall be reduced by a weighting factor to give it a weight of forty (40) percent of the combined score.
3. The assessment center shall be scored on a scale of 100 points and then shall be reduced by a weighting factor to give it a weight of sixty (60) percent of the combined score.

4. Seniority points (in accordance with ~~Rule 4.7.50~~ ILCS 742 as adopted by the City of Urbana) shall then be added to the combined score.
5. Departmental "bonus" points shall then be added to produce the scores. (*Amended 11/02/2010, 03/02/2022*).