

2012-2013 DETENTION SERGEANT

LETTER OF INTENT

PLEASE PRINT

TO: CIVIL SERVICE COMMISSION
1310 PRAIRIE, ROOM 680
FORM MAY BE FAXED TO (713) 755-8990

FROM: _____
LAST NAME FIRST NAME MIDDLE (MAIDEN/OTHER)

TCLEOSE PID #: _____ **MUST KNOW DAY OF TESTING

Date of Employment: _____
(Bridged Time and Breaks in Service **Must be Indicated**)

TCLEOSE Licensure: _____ **Basic** _____ **Intermediate** _____ **Advanced** _____ **Master**

Current Assignment and Shift Days Off Badge Number

Home Phone Number Cell/Pager Number Work Phone Number E-mail Address

By my signature below, I hereby certify that in accordance with Civil Service Regulations, **Rule 14: Promotions and Eligibility Lists**, I meet all eligibility requirements for the rank of Detention Sergeant and that my personnel evaluation scores for the last reporting period prior to the January 2011 promotional exams are average or above and that all dates and other information entered above are true and correct.

Signature Date

DEADLINE JUNE 30, 2011