

NOTICE OF EXAMINATIONS

Sec. 10. Subject to the approval of the Commission, Civil Service examination announcements shall be posted publicly for a minimum of seven days. Examination announcements shall contain information regarding the duties of and the minimum qualifications needed to perform the job, general information, including salary, and when and where to file applications. In addition to the above, announcements of promotional examinations shall also indicate the Civil Service Rules by which seniority points will be determined, the classifications eligible for participation, and shall be forwarded to all City Departments for posting in areas where eligible employees pass in their normal course of employment.