

Carla Lee Hurley

October 26, 2025

Civil Service Commission
25 Van Ness Avenue, Suite 720
San Francisco CA 94102
Civilservice@sfgov.org

SUBJECT: Additional Documentation To Support My Appeal Hearing on Nov 3, 2025 Regarding the Q-80 Captain's Examination

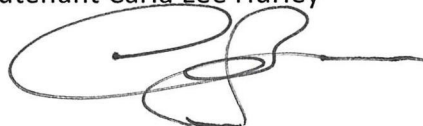
Dear Members of the Civil Service Commission,

I have attached the following documents and video that support my assertion that I am a qualified candidate to take the upcoming Q-80 Captain's Examination scheduled for Nov 5, 2025:

- Minimum qualification language from 2020, 2023, and 2025 Q-80 Captain's Announcements (all the same)
- My documented Like Work, Like Pay Hours I worked as an acting Lieutenant from 2013 to the date I was promoted to Lieutenant (Nov 26, 2022).
- SFFD Department Notice from 12/27/21 showing the Lieutenant who was promoted on 1/29/22
- SFDHR Eligibility List from a May 2023 Q-80 Captain Announcement where the same Lieutenant was able to take the Q-80 exam without an appeal hearing based on Like Work, Like Pay Hours he submitted to SFDHR. Note, he was only 4 months off probation when he applied.
- SFPD Department Notice from 3/3/20 with Q-80 Captain's Examination Announcement
- SFPD Department Notice from 05/01/23 with Q-80 Captain's Examination Announcement
- SFPD Department Notice from 08/22/25 with Q-80 Captain's Examination Announcement
- Thumb Drive with recording from 07/06/20 Civil Service Commission Hearing where a Lieutenant won his appeal to take the 2020 Q-80 Exam based on his Like Work, Like Pay Hours. During that hearing, SFDHR stated that experience is experience, whether its off probation or not, as Civil Service rules allow for that

Thank you for reviewing the attached document and recording. I appreciate the opportunity to appeal my case.

Respectfully submitted,
Lieutenant Carla Lee Hurley



Minimum Qualifications from the Last (3) Q-80 Exam Announcements

**** Note the same language for previous announcements**

2020 Announcement:

MINIMUM QUALIFICATIONS

1. Sworn members of the SFPD who have completed probation and two (2) years of experience with the SFPD at the rank of Q060 Lieutenant. (Length of service is calculated from completion of probation.) **AND**
2. Possession of a POST Management Certificate issued by California Commission on Peace Officer Standards and Training; **AND**
3. Possession and maintenance of a valid Class C California Driver License.

Applicants must have completed probation as a Q060 appointee by October 31, 2018 and have completed two (2) years of additional experience as a Q060 Lieutenant by October 31, 2020. Candidates who have not fulfilled the two-year Q060 experience requirement by the time of eligible list posting will be placed under general waiver on the list until such time as they meet the two-year Q060 experience requirement. Failure to meet the two-year experience requirement by October 31, 2020 is cause for disqualification.

2023 Announcement:

Qualifications

Experience:

1. Sworn members of the SFPD who have completed probation and two (2) years of experience with the SFPD at the rank of Q060 Lieutenant with permanent status as of May 15, 2023. Length of service is calculated from completion of probation.
AND
2. Possession of a POST Management Certificate issued by California Commission on Peace Officer Standards and Training;
AND
3. Possession of a valid Class C California Driver License.

Applicants must meet minimum qualifications (1) and (3) above by May 15, 2023 to be considered a "qualified candidate".

Applicants must have completed probation as a Q060 appointee by May 15, 2021 and have completed two (2) years of additional experience as a Q060 Lieutenant by May 15, 2023.

2025 Announcement:

Qualifications

Experience:

1. Sworn members of the SFPD who have completed probation and two (2) years of experience with the SFPD at the rank of Q060 Lieutenant with permanent status as of May 15, 2023. Length of service is calculated from completion of probation.
AND
2. Possession of a POST Management Certificate issued by California Commission on Peace Officer Standards and Training;
AND
3. Possession of a valid Class C California Driver License.

Applicants must meet minimum qualifications (1) and (3) above by May 15, 2023 to be considered a "qualified candidate".

Applicants must have completed probation as a Q060 appointee by May 15, 2021 and have completed two (2) years of additional experience as a Q060 Lieutenant by May 15, 2023.

**LIKE WORK LIKE PAY HOURS
AS A LIEUTENANT 2013-Nov
26, 2022**

DATE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						</
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6/27/17	Tue	LW	POTR	1	6/27/17	7:00AM	6/27/17	5:00PM	A02035	06/27/17 9:19AM	10
7/3/17	Mon	LW	POTR	1	7/3/17	7:30AM	7/3/17	5:30PM	A02035	07/12/2017 7 2:30PM 10:02AM	10
7/5/17	Wed	LW	POTR	1	7/5/17	7:00AM	7/5/17	5:00PM	A02035	07/10/17 6:26AM	10
7/24/17	Mon	LW	POTR	1	7/24/17	5:30AM	7/24/17	3:30PM	A02035	07/26/2017 7 5:49AM 8:35AM	10
9/11/17	Mon	LW	POTR	2	3C200	5:30AM	9/11/17	3:30PM	A09163	09/11/17 6:07AM	10
9/20/17	Wed	LW	POTR	2		5:30AM	9/20/17	3:30PM	A03246	09/20/17 8:29AM	10
9/21/17	Thu	LW	POTR	2		5:30AM	9/21/17	3:30PM	A02035	09/21/17 8:55AM	10
9/23/17	Sat	LW	POTR	2		5:30AM	9/23/17	3:30PM	A02035	09/28/17 10:43AM	10
10/30/17	Mon	LW	POTR	2	3C200	5:30AM	10/30/17	3:30PM	A06578	10/30/17 2:21PM	10
5/24/19	Fri	LW	ROBB	2	5/24/19	7:00AM	5/24/19	3:00PM	Acting Lt. A21753	05/28/19 9:07AM	8
7/5/19	Fri	LW	ROBB	2	5/103	7:00AM	7/5/19	3:00PM	Acting Lt. (for Lt. Jackson)	07/05/19 12:02PM	8
11/1/19	Fri	LW	ROBB	2	5/103	7:00AM	11/1/19	3:00PM	Acting Lt for Lt. Jackson	11/01/19 9:37AM	8
12/2/19	Mon	LW	POTR	1	12/2/19	3:30AM	12/2/19	1:30PM	IPO Lt. Ravano	12/13/2019 9 8:47AM 9:30AM	10
12/30/19	Mon	LW	POTR	1	12/30/19	7:00AM	12/30/19	5:00PM	IPO Lt. Ravano	01/03/20 8:14AM	10
3/3/20	Tue	LW	POTR	1	3/3/20	7:00AM	3/3/20	5:00PM	IPO Lt. Ravano	03/04/20 10:49AM	10
3/11/20	Wed	LW	POTR	1	3/11/20	8:00AM	3/11/20	4:00PM	IPO Lt. Ravano	03/11/20 6:31AM	8
3/16/20	Mon	LW	POTR	1	3/16/20	7:00AM	3/16/20	5:00PM	IPO Lt. Ravano	03/18/20 10:19AM	10
3/19/20	Thu	LW	POTR	1	3/19/20	7:00AM	3/19/20	5:00PM	IPO Lt. Ravano	03/20/20 8:28AM	10
3/23/20	Mon	LW	POTR	1	3/23/20	7:00AM	3/23/20	5:00PM	IPO Lt. Ravano	03/24/20 8:53AM	10
3/30/20	Mon	LW	POTR	1	3/30/20	7:00AM	3/30/20	5:00PM	IPO Lt. Ravano	04/01/2020 0 11:47AM	10

4/6/20	Mon	LW	POTR	1	4/6/20	7:00AM	4/6/20	5:00PM	IPO Lt. Ravano	A24023	04/08/20 9:34AM	10
4/13/20	Mon	LW	POTR	1	4/13/20	7:00AM	4/13/20	5:00PM	IPO Lt. Ravano	A24023	04/16/20 8:14AM	10
4/15/20	Wed	LW	POTR	1	4/15/20	7:00AM	4/15/20	5:00PM	IPO Lt. Ravano	A24023	04/16/20 8:14AM	10
4/20/20	Mon	LW	POTR	1	4/20/20	7:00AM	4/20/20	5:00PM	IPO Lt. Ravano	A24023	04/21/20 8:46AM	10
4/27/20	Mon	LW	POTR	1	4/27/20	7:00AM	4/27/20	5:00PM	IPO Lt. Ravano	A24023	04/30/20 7:57AM	10
5/4/20	Mon	LW	POTR	1	5/4/20	7:00AM	5/4/20	5:00PM	IPO Lt. Ravano	A24023	05/05/20 8:28AM	10
5/11/20	Mon	LW	POTR	1	5/11/20	7:00AM	5/11/20	5:00PM	IPO Lt. Ravano	A24023	05/15/20 9:09AM	10
5/13/20	Wed	LW	POTR	1	5/13/20	7:00AM	5/13/20	5:00PM	IPO Lt. Ravano	A03246	05/15/20 12:29PM	10
5/18/20	Mon	LW	POTR	1	5/18/20	7:00AM	5/18/20	5:00PM	For Lt. Ravano	A09710	05/19/20 6:20AM	10
6/1/20	Mon	LW	POTR	1	6/1/20	7:00AM	6/1/20	5:00PM	#929 IPO Lt. Ravano	A24023	06/05/20 9:34AM	10
6/2/20	Tue	LW	POTR	1	6/2/20	7:00AM	6/2/20	5:00PM	IPO Lt. Ravano	A24023	06/03/20 9:40AM	10
6/3/20	Wed	LW	POTR	1	6/3/20	7:00AM	6/3/20	5:00PM	IPO Lt. Ravano	A24023	06/04/20 7:18AM	10
6/8/20	Mon	LW	POTR	1	6/8/20	7:00AM	6/8/20	5:00PM	IPO Lt. Ravano	A24023	06/09/20 9:16AM	10
6/15/20	Mon	LW	POTR	1	6/15/20	7:00AM	6/15/20	5:00PM	IPO Lt. Ravano	A24023	06/19/20 8:58AM	10
6/22/20	Mon	LW	POTR	1	6/22/20	7:00AM	6/22/20	5:00PM	IPO Lt. Ravano	A24023	06/24/20 8:55AM	10
7/6/20	Mon	LW	POTR	1	7/6/20	7:00AM	7/6/20	5:00PM	IPO Lt. Ravano	A24023	07/07/20 10:20AM	10
8/3/20	Mon	LW	POTR	1	8/3/20	7:00AM	8/3/20	5:00PM	IPO Lt. Ravano	A24023	08/04/20 8:43AM	10
8/4/20	Tue	LW	POTR	1	8/4/20	7:00AM	8/4/20	9:00AM	IPO Lt. Ravano	A24023	08/04/20 8:43AM	2
8/10/20	Mon	LW	POTR	1	8/10/20	7:00AM	8/10/20	5:00PM	IPO Lt. Ravano	A10204	08/11/20 9:00AM	10
8/17/20	Mon	LW	POTR	1	8/17/20	6:00AM	8/17/20	4:00PM	IPO Lt. Ravano	A24023	08/18/20 10:11AM	10
8/24/20	Mon	LW	POTR	1	8/24/20	7:00AM	8/24/20	5:00PM	IPO Lt. Ravano	A24023	08/26/20 8:46AM	10
8/25/20	Tue	LW	POTR	1	8/25/20	7:00AM	8/25/20	5:00PM	IPO Lt. Ravano	A24023	08/26/20 8:46AM	10

8/26/20	Wed	LW							POTR	1		8/26/20	7:00AM	8/26/20	5:00PM	IPO Lt. Ravano	A24023	09/03/20 10:05AM	10
8/31/20	Mon	LW							POTR	1		8/31/20	7:00AM	8/31/20	5:00PM	IPO Lt. Ravano	A24023	09/01/20 9:03AM	10
2/18/21	Thu	LW							INVE	1		2/18/21	7:00AM	2/18/21	4:00PM	for Lt. Robinson #1733	A09163	02/18/202 02/17/21 1 2:56PM 3:18PM	9
3/4/21	Thu	LW							INVE	1		3/4/21	7:00AM	3/4/21	5:00PM	For Lt Burke	A09163	03/04/21 7:06AM	10
3/11/21	Thu	LW							INVE	1	5A52C	3/11/21	7:00AM	3/11/21	5:00PM	For Lt Burke	A09163	03/11/21 1:42PM	10
3/17/21	Wed	LW							INVE	1		3/17/21	7:00AM	3/17/21	5:00PM	For Lt Burke	A09163	03/17/21 7:20AM	10
3/24/21	Wed	LW							INVE	1		3/24/21	4:00AM	3/24/21	2:00PM	for Lt Burke	A09163	03/24/21 11:09AM	10
3/29/21	Mon	LW							INVE	1		3/29/21	7:00AM	3/29/21	5:00PM	for Lt Burke	A09163	04/01/21 7:15AM	10
3/30/21	Tue	LW							INVE	1		3/30/21	7:00AM	3/30/21	5:00PM	for Lt Burke	A09163	04/01/21 7:16AM	10
3/31/21	Wed	LW							INVE	1		3/31/21	7:00AM	3/31/21	5:00PM	for Lt Burke	A09163	04/01/21 7:16AM	10
4/1/21	Thu	LW							INVE	1		4/1/21	7:00AM	4/1/21	5:00PM	for Lt Burke	A09163	04/01/21 7:16AM	10
4/15/21	Thu	LW							INVE	1		4/15/21	7:00AM	4/15/21	5:00PM	for Lt Burke	A09163	04/15/21 7:05AM	10
4/19/21	Mon	LW							INVE	1		4/19/21	9:00AM	4/19/21	7:00PM	for Lt Burke	A09163	04/20/202 04/15/21 1 9:42AM 7:05AM	10
4/20/21	Tue	LW							INVE	1		4/20/21	9:00AM	4/20/21	7:00PM	for Lt Burke	A09163	04/20/202 04/15/21 1 9:42AM 7:06AM	10
4/21/21	Wed	LW							INVE	1		4/21/21	9:00AM	4/21/21	7:00PM	for Lt Burke	A09163	04/20/202 04/15/21 1 9:42AM 7:06AM	10
4/22/21	Thu	LW							INVE	1		4/22/21	9:00AM	4/22/21	7:00PM	for Lt Burke	A09163	04/20/202 04/15/21 1 9:42AM 7:06AM	10
5/6/21	Thu	LW							INVE	1	5A203	5/6/21	7:00AM	5/6/21	5:00PM	In place of John Burke	A05045	05/05/21 12:18PM	10
5/13/21	Thu	LW							INVE	1	5A203	5/13/21	7:00AM	5/13/21	5:00PM	In place of John Burke	A05045	05/12/21 2:34PM	10
5/27/21	Thu	LW							INVE	1		5/27/21	7:00AM	5/27/21	5:00PM		A09163	05/27/21 8:29AM	10
6/3/21	Thu	LW							INVE	1		6/3/21	7:00AM	6/3/21	5:00PM	In place of Lt Burke	A09163	06/03/202 06/03/21 1 6:59AM 6:59AM	10



DEPARTMENT NOTICE

21-176
12/27/21

Promotional Announcement

I am pleased to announce the following members will be promoted effective January 29, 2022.


CAPTAIN

Christopher E. Del Gandio
Thomas D. Harvey III
Derrick R. Jackson
Derrick J. Lew
Michael G. McEachern
Timothy D. Paine
Arran A. Pera
Sean P. Perdomo
Jason C. Sawyer

LIEUTENANT

Carmen A. Batan
Manuel Bonilla, Jr.
Alejandro Cortes
Julius T. Dempsky
Joshua A. Espinoza
Dien X. Ha
Richard J. Hunt
Robert J. Imbellino
Sylvia Lange
Daniel A. Manning
Matthew T. Mason
David P. Parry
Kelvin A. Sanders, Jr.
Jacqueline S. Selinger
Lisa R. Springer
Victoria M. Sullivan
Conroy H. Tam

Congratulations to the above members for their outstanding achievement.


WILLIAM SCOTT
Chief of Police

Per DN 20-150, sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectivessf.gov who will provide additional information.

Safety with Respect



City and County of San Francisco Department of Human Resources

Eligible list

List ID:	X00035	Exam Type:	CBT
Class:	Q080-Captain, (Police Department)	Scope:	POL
Working Title:	Captain, (Police Department)	List Type:	
Job Specialty:	None		
Post:	2023-12-20	Cert Rule:	Rule of 10
Inspection Start:	2023-12-21	Inspection End:	2023-12-26
		Duration:	24 Months
		Adoption:	2023-12-28

Rank	Score	Last Name	First Name
1	1000	Koniaris	Michael
2	978	Frost	Sean
3	966	Jonas	Stephen
4	954	Wilhelm	Angela
5	933	Maguire	Thomas
6	931	Lee	Kevin
7	927	Harmston	Clayton
8	925	Newbeck	Gerald
9	921	Altorfer	Eric
10	911	McCormick	Patrick
11	902	McKeever	Roshawn
12	899	Toomey	William
13	898	Kerow	Chahmal
14	883	Ryan	Scott
15	879	Wilhelm	Christopher
16	877	Barretta	Joseph
17	873	McCray	Tracy
18	872	Sullivan	Matthew
19	869	Robinson	Bernadette
20	861	Lozada	Aaron
21	856	Christ	Sam
22	850	Do	David
23	849	Espinoza	Joshua

25	838	Escobar	William
26	826	Dorantes	Jennifer
27	825	Philpott	Brian
28	821	Gasanyan	Feliks
28	821	Moreno	Mark
29	812	Beauchamp	Christopher
30	811	Waaland	Kathryn
31	800	Pengel	Maura
32	799	O'Connor	David
33	778	Molina	Mario
34	700	Morales	William

**Q-80 CAPTAIN'S
EXAMINATION
ANNOUNCEMENTS FOR 2020,
2023, AND 2025**

*** NOTE THAT THE SAME VERBIAGE IS
USED FOR ALL THREE
ANNOUNCEMENTS**



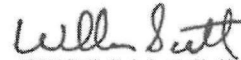
DEPARTMENT NOTICE

20-023
03/03/20

Q-80 Captain Examination Update

The Department of Human Resources Public Safety Team is distributing the attached examination announcement for the upcoming Q-80 Captain promotional examination. The announcement is being distributed to Department members in accordance with Civil Service Commission Rule 211.9. The application filing period for this examination is scheduled to begin on Wednesday, April 01, 2020.

Any specific questions about the announcement may be directed to the DHR Public Safety Team at dhr-publicsaftey@sfgov.org.


WILLIAM SCOTT
Chief of Police

Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional guidance about the directive.

Q080 Captain, (Police Department)

Recruitment #CBT-Q080-903263

DEPARTMENT	Public Safety
FILING DEADLINE	4/14/2020 4:00:00 PM
SALARY	
JOB TYPE	CBT Discrete
EMPLOYMENT TYPE	Full-Time

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INTRODUCTION

The Captain in the San Francisco Police Department (SFPD) is a management level position that may be assigned to the Operations, Administration, Special Operations, Investigations, Strategic Management, Airport or Chief of Staff Bureaus. Captains report directly to a Commander, Deputy Chief or Executive Director.

Essential functions of the position include directing, supervising and monitoring personnel; training, developing and evaluating unit personnel; reviewing and processing documents/communications; analyzing procedures/information and developing plans; interacting with individuals other than unit personnel; and community policing. Captains routinely perform other law enforcement duties.

MINIMUM QUALIFICATIONS

1. Sworn members of the SFPD who have completed probation and two (2) years of experience with the SFPD at the rank of Q060 Lieutenant. (Length of service is calculated from completion of probation.) AND

2. Possession of a POST Management Certificate issued by California Commission on Peace Officer Standards and Training; AND
3. Possession and maintenance of a valid Class C California Driver License.

Applicants must have completed probation as a Q060 appointee by October 31, 2018 and have completed two (2) years of additional experience as a Q060 Lieutenant by October 31, 2020. Candidates who have not fulfilled the two-year Q060 experience requirement by the time of eligible list posting will be placed under general waiver on the list until such time as they meet the two-year Q060 experience requirement. Failure to meet the two-year experience requirement by October 31, 2020 is cause for disqualification.

Evidence of possession of the POST Management Certificate must be submitted no later than 4:00 p.m. on December 31, 2020 to dhhr-publicsafety@sfgov.org. Candidates who have not provided a certificate as of list posting will be placed under waiver until such time as they provide a certificate. Failure to submit the POST Management Certificate as specified above is cause for disqualification.

HOW TO APPLY

Applications for City and County of San Francisco jobs are only accepted through an online process. Visit www.jobaps.com/sf to register an account (if you have not already done so) and begin the application process.

- Select the "Police Captain" job announcement
- Select "Apply" and read and acknowledge the information
- Select either "I am a New User" if you have not previously registered, or "I have Registered Previously"
- Follow instructions on the screen

Computers are available for the public (from 8:00 a.m. to 5:00 p.m. Monday through Friday) to file online applications in the lobby of the Department of Human Resources at 1 South Van Ness Avenue, 4th Floor, San Francisco.

Applicants may be contacted by email about this announcement and, therefore, it is their responsibility to ensure that their registered email address is accurate and kept up-to-date. Also, applicants must ensure that email from CCSF is not blocked on their computer by a spam filter. To prevent blocking, applicants should set up their email to accept CCSF mail from the following addresses @sfgov.org.

Applicants will receive a confirmation email that their online application has been received in response to every announcement for which they file. Applicants should retain this confirmation email for their records. Failure to receive this email means that the online application was not submitted or received.

In the experience section of the application, you need to include only your experience as a Lieutenant in the San Francisco Police Department. Applications completed improperly may be cause for ineligibility or disqualification.

If you have any questions regarding this recruitment or application process, please contact the exam analyst, Liezel Cruz, by telephone at 415-551-8947, or by email at Liezel.Cruz@sfgov.org.

SELECTION PROCEDURES

The test will consist of Assessment-Center type test components such as an oral in-basket, highly structured subordinate meeting roleplay, hot call tactical, field operations, staff meeting roleplay, and community meeting roleplay. At this time, all components are planned for administration the first week of July 2020. Qualified applicants will be notified by email of the exact date, time and location of the test components at least 10 days in advance of the test. A final passing score will be established. Only those who attain a final score above the pass point will be listed on the eligible list.

Q080 Captain Preparation Guide: A description of the examination process will be included in a preparation guide. The preparation guide will also list the job-related duty areas and the knowledge, skills, and abilities to be evaluated in each test component. The preparation guide will be made available approximately 30 days prior to the administration of the test. Qualified applicants will be notified via email when preparation guide becomes.

Eligible List: The duration of the eligible list produced from this examination will be **thirty-six (36) months** and may be extended up to twelve months upon approval of the Human Resources Director.

Certification Rule: The certification rule for the eligible list resulting from this test will be **Rule of Ten (10) Scores**.

Secondary Criteria: When making appointments, the Appointing Officer will consider the following secondary criteria:

- Assignments
- Training
- Education
- Community involvement
- Special qualifications
- Commendations/awards
- Bilingual certification and
- Discipline history

CONVICTION HISTORY

As a selected candidate for a job, you will be fingerprinted, and your fingerprints will be sent to the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). The resulting report of your conviction history (if any) will be used to determine whether the nature of your conviction (or arrest, in limited circumstances) conflicts with the specific duties and responsibilities of the job for which you are a selected candidate. If a conflict exists, you will be asked to present any evidence of rehabilitation that may mitigate the conflict, except when federal or state regulations bar employment in specific circumstances, such as:

- Candidates for positions with the Unified School District and the Community College District may be disqualified from consideration should their conviction history not meet the standards established under the California Education Code.
- Candidates for positions with the Recreation and Park Department may be disqualified from consideration should their conviction history not meet the standards established under California Public Resources Code 5164.

Having a conviction history does not automatically preclude you from a job with the City.

If you are a selected candidate, the hiring department will contact you to schedule a fingerprinting appointment.

CONCLUSION

Terms of Announcement

Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. Clerical errors may be corrected by posting the correction on the Department of Human Resources website at www.jobaps.com/sf.

The terms of this examination announcement may be appealed under Civil Service Rule 211.6, provided that such appeal is submitted in writing in the Department of Human Resources, 1 S Van Ness Avenue, 4th Floor, San Francisco, CA 94103-5413 by close of business on the 5th business day following the issuance date of this examination announcement. Go to <http://sfgov.org/civilservice/rules> for more information on applicable appeal rights and submission requirements under the Civil Service Rules; and for Civil Service Rules, policies and procedures on announcements, applications and examinations.

All examination procedures are subject to the Civil Service Commission Rules, Volume II, Uniformed Ranks of the San Francisco Police Department and are available at <http://sfgov.org/civilservice/rules> and the policies and procedures of the Department of Human Resources.

Contact Information

An applicant/eligible that changes his or her contact information (email, name, mailing address, phone, etc.) after having filed an application must promptly go to CCSF's employment website: www.jobaps.com/sf. Click on "Update My Contact Info" button. Log in to your JobAps account by entering both UserID and password. Enter your new address/contact information. Click on the "Update Contact Information" button again. Failure to maintain current contact information may result in loss of eligibility.

Requests

Applicants with disabilities who meet the minimum eligibility requirements for this job announcement can find information on requesting a reasonable **ADA Accommodation** at: <http://sfdhr.org/information-about-hiring-process#applicantswithdisabilities>

Requests for an alternate test date may be considered in limited circumstances and must be submitted in writing to dhrr-publicsafety@sfgov.org within five (5) calendar days of the issuance of this announcement.

General Information concerning City and County of San Francisco Employment Policies and Procedures

Important Employment Information for the City and County of San Francisco can be obtained at <http://sfdhr.org/information-about-hiring-process> or hard copy at 1 South Van Ness Avenue, 4th Floor.

Copies of Application Documents:

Applicants should keep copies of all documents submitted, as these will not be returned.

Exam Type: P

Issued: April 01, 2020

Micki Callahan

Human Resources Director

Department of Human Resources

Recruitment ID Number: 903263

HRD/LC/415-551-8947



DEPARTMENT NOTICE

23-074

Published: 5/1/23

Expires: 5/16/23

Q-60 Lieutenant and Q-80 Captain Examination Update

The application filing periods for the Q60-Lieutenant examination and the Q-80 Captain examination will begin on Monday, May 1, 2023, and conclude on Monday, May 15, 2023. Please see the attached examination announcements containing pertinent information.

Any specific questions about the announcement may be directed to the DHR Public Safety Team at DHR-PublicSafety@sfgov.org.

A handwritten signature in cursive script that reads "William Scott".

WILLIAM SCOTT
Chief of Police

Per DN 20-150, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional information.



City and County of San Francisco

Captain – Police Department (Q080)

- 1245 3rd St., San Francisco, CA 94158, USA
- Full-time
- Exam Type: Class Based Test
- Eligible List Type: Promotive
- Fill Type: Permanent Civil Service
- Work Hours: Regular
- Job Code and Title: Q080 Captain, Police Department

Company Description

Application Opening: May 1, 2023

Application Deadline: May 15, 2023

Compensation Range: \$228,982 Yearly

Recruitment ID: X00035

Job Description

The Captain in the San Francisco Police Department (SFPD) is a management level position that may be assigned to the Operations, Administration, Special Operations, Investigations, Strategic Management, Airport or Chief of Staff Bureaus. Captains report directly to a Commander, Deputy Chief, or Executive Director.

Essential functions of the position include directing, supervising and monitoring personnel; training, developing and evaluating unit personnel; reviewing and processing documents/communications; analyzing procedures/information and developing plans; interacting with individuals other than unit personnel; and community policing. Captains routinely perform other law enforcement duties.

Qualifications

Experience:

1. Sworn members of the SFPD who have completed probation and two (2) years of experience with the SFPD at the rank of Q060 Lieutenant with permanent status as of May 15, 2023. Length of service is calculated from completion of probation.

AND

2. Possession of a POST Management Certificate issued by California Commission on Peace Officer Standards and Training;

AND

3. Possession of a valid Class C California Driver License.

Applicants must meet minimum qualifications (1) and (3) above by May 15, 2023 to be considered a "qualified candidate".

Applicants must have completed probation as a Q060 appointee by May 15, 2021 and have completed two (2) years of additional experience as a Q060 Lieutenant by May 15, 2023.

Evidence of possession of the POST Management Certificate must be submitted no later than 4:00 p.m. on December 31, 2023 to dhrr-publicsafety@sfgov.org. Candidates who have not provided a certificate as of eligible list posting will be placed under waiver until such time as they provide a certificate. Candidates who do not provide a certificate by December 31, 2023, will be disqualified from the selection process.

Note: Falsifying one's education, training, or work experience or attempted deception on the application may result in disqualification for this and future job opportunities with the City and County of San Francisco.

Selection Procedures:

The test will consist of an Assessment Center with various exercises. At this time, all components are tentatively planned for administration in July 2023. Qualified applicants will be notified by email of the exact date, time and location of the test components at least 10 days in advance of the test. A final passing score will be established. Only those who attain a final score above the pass point will be listed on the eligible list.

Q080 Captain Examination Preparation Guide: A description of the examination process will be included in Preparation Guides. Preparation Guides will also list the job-related duty areas and the knowledge, skills, and abilities to be evaluated in each test component. Preparation Guides for each component will be made available approximately 30 days prior to the administration of the component. Qualified applicants will be notified via email when Preparation Guides become available.

Certification:

The certification rule for the eligible list resulting from this test will be **Rule of Ten (10) Scores**.

Eligible List:

The eligible list resulting from this test is subject to change after adoption (e.g., as a result of appeals), as directed by the Human Resources Director or the Civil Service Commission.

The duration of the eligible list will be 24 months and may be extended an additional 12 months with the approval of the Human Resources Director.

Secondary Criteria:

When making appointments, the Appointing Officer will consider the following secondary criteria:

- Assignments
- Training
- Education
- Community involvement
- Special qualifications
- Commendations/awards
- Bilingual certification and
- Discipline history

Secondary criteria items will be reviewed in totality and will not be weighted. Candidates will be asked to complete a Secondary Criteria form at a later date.

Additional Information**Terms of Announcement and Appeal Rights:**

Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. [Note: The correction of clerical errors in an announcement may be posted on the Department of Human Resources website at <https://careers.smartrecruiters.com/CityAndCountyOfSanFrancisco1/>.] The terms of this announcement may be appealed under Civil Service 211.6. Such appeals must be submitted in writing to the Department of Human Resources, 1 S Van Ness Avenue, 4th Floor, San Francisco, CA 94103-5413 by close of business on the 7th business day following the issuance date of this announcement. Information concerning other Civil Service Commission Rules involving announcements, applications and exam policies, including applicant appeal rights, can be found on the Civil Service Commission website at <http://sfgov.org/civilservice/rules>.

- [Information About the Hiring Process](#)
- [Conviction History](#)
- [Employee Benefits Overview](#)
- [Equal Employment Opportunity](#)
- [Disaster Service Worker](#)
- [ADA Accommodation](#)
- [Right to Work](#)
- [Copies of Application Documents](#)
- [Diversity Statement](#)

HOW TO APPLY

Applications for City and County of San Francisco jobs are **only** accepted through an online process. Visit <https://careers.smartrecruiters.com/CityAndCountyOfSanFrancisco1/> and begin the application process.

- Select the "I'm Interested" button and follow instructions on the screen

Applicants may be contacted by email about this recruitment and, therefore, it is their responsibility to ensure that their registered email address is accurate and kept up-to-date. Also, applicants must ensure that email

from CCSF is not blocked on their computer by a spam filter. To prevent blocking, applicants should set up their email to accept CCSF mail from the following addresses @sfgov.org and @smartrecruiters.com.

Applicants will receive a confirmation email that their online application has been received in response to every announcement for which they file. Applicants should retain this confirmation email for their records. **Failure to receive this email means that the online application was not submitted or received.**

Exam Analyst Information: If you have any questions regarding this recruitment or application process, please contact the exam analyst, Jennifer Bushman, at Jennifer.Bushman@sfgov.org.

CONDITION OF EMPLOYMENT: All City and County of San Francisco employees are required to be vaccinated against COVID-19 as a condition of employment. For details on how it is applicable to your employment, please click [here](#).

The City and County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of their sex, race, age, religion, color, national origin, ancestry, physical disability, mental disability, medical condition (associated with cancer, a history of cancer, or genetic characteristics), HIV/AIDS status, genetic information, marital status, sexual orientation, gender, gender identity, gender expression, military and veteran status, or other protected category under the law.



DEPARTMENT NOTICE

25-088

Published: 08/22/25

Expires: 09/09/25

Q80 Captain Examination Update

The application filing period for the Q80-Captain examination will begin on Monday, August 25, 2025, and conclude on Monday, September 8, 2025. Please see the attached examination announcement containing pertinent information. Members can apply for the Captain examination at <https://careers.sf.gov/>.

Any specific questions about the announcement may be directed to the DHR Public Safety Team at DHR-PublicSafety@sfgov.org.

A handwritten signature in black ink, appearing to read "Paul Yep".

PAUL YEP

Interim Chief of Police

Per DN 23-152, all sworn & non-sworn members shall electronically acknowledge this Department document in PowerDMS within (30) thirty calendar days of issuance. Members whose duties are relevant to this document shall be held responsible for compliance. Any questions regarding this policy should be sent to sfpd.writtendirectives@sfgov.org who will provide additional information.

Safety with Respect



City and County of San Francisco

Captain – Police Department (Q080)

- 1245 3rd St., San Francisco, CA 94158, USA
- Full-time
- Exam Type: Class Based Test
- Eligible List Type: Promotive
- Fill Type: Permanent Civil Service
- Work Hours: Regular
- Job Code and Title: Q080 Captain, Police Department

Company Description

Application Opening: August 25, 2025

Application Deadline: September 8, 2025

Compensation Range: \$254,592 Yearly

Recruitment ID: C00361

Job Description

The Captain in the San Francisco Police Department (SFPD) is a management level position that may be assigned to the Operations, Administration, Special Operations, Investigations, Airport or Chief of Staff Bureaus. Captains report directly to a Commander or Deputy Chief.

Essential functions of the position include directing, supervising and monitoring personnel; training, developing and evaluating unit personnel; reviewing and processing documents/communications; analyzing procedures/information and developing plans; interacting with individuals other than unit personnel; and community policing. Captains routinely perform other law enforcement duties.

Qualifications

Experience:

1. Current sworn members of the SFPD who have completed probation and have a minimum of two (2) years of experience with the SFPD at the rank of Q060 Lieutenant with permanent status as of September 8, 2025. Length of service is calculated from completion of probation.

AND

2. Possession of a POST Management Certificate issued by California Commission on Peace Officer Standards and Training;

AND

3. Possession of a valid Class C California Driver License.

Applicants must meet minimum qualifications (1) and (3) above by September 8, 2025 to be considered a "qualified candidate".

Evidence of possession of the POST Management Certificate must be submitted no later than 4:00 p.m. on December 31, 2025 to dhr-publicsafety@sfgov.org. Candidates who have not provided a certificate as of eligible list posting will be placed under waiver until such time as they provide a certificate. Candidates who do not provide a certificate by December 31, 2025, will be disqualified from the selection process.

Note: Falsifying one's education, training, or work experience or attempted deception on the application may result in disqualification for this and future job opportunities with the City and County of San Francisco.

Selection Procedures:

The test will consist of an Assessment Center with various exercises. At this time, all components are tentatively planned for administration in November 2025. Qualified applicants will be notified by email of the exact date, time and location of the test components at least 10 days in advance of the test. A final passing score will be established. Only those who attain a final score above the pass point will be listed on the eligible list.

Q080 Captain Examination Preparation Guide: A description of the examination process will be included in Preparation Guides. Preparation Guides will also list the job-related duty areas and the knowledge, skills, and abilities to be evaluated in each test component. Preparation Guides for each component will be made available approximately 30 days prior to the administration of the component. Qualified applicants will be notified via email when Preparation Guides become available.

Certification:

The certification rule for the eligible list resulting from this test will be **Rule of Ten (10) Scores**.

Eligible List:

The duration of the eligible list produced from this exam will be twenty-four (24) months and may be extended up to twelve (12) months upon approval of the Human Resources Director. In accordance with CSC Rule 212.14, any eligible who fail to maintain the qualifications required by laws and by the terms of the examination announcement (including receiving a subsequent sustained allegation that involves racism) will be removed from the eligible list.

Secondary Criteria:

When making appointments, the Appointing Officer will consider the following secondary criteria:

- Assignments
- Training
- Education
- Community involvement
- Special qualifications
- Commendations/awards
- Bilingual certification and
- Discipline history

Secondary criteria items will be reviewed in totality and will not be weighted. Candidates will be asked to complete a Secondary Criteria form at a later date.

Additional Information

Terms of Announcement and Appeal Rights:

Applicants must be guided solely by the provisions of this announcement, including requirements, time periods and other particulars, except when superseded by federal, state or local laws, rules or regulations. [Note: The correction of clerical errors in an announcement may be posted on the Department of Human Resources website at <https://careers.smartrecruiters.com/CityAndCountyOfSanFrancisco1/>.] The terms of this announcement may be appealed under Civil Service 211.6. Such appeals must be submitted in writing to the Department of Human Resources, 1 S Van Ness Avenue, 4th Floor, San Francisco, CA 94103-5413 by close of business on the 7th business day following the issuance date of this announcement. Information concerning other Civil Service Commission Rules involving announcements, applications and exam policies, including applicant appeal rights, can be found on the Civil Service Commission website at <http://sfgov.org/civilservice/rules>.

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- Select the "I'm Interested" button and follow instructions on the screen

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Applicants will receive a confirmation email that their online application has been received in response to every announcement for which they file. Applicants should retain this confirmation email for their records. **Failure to receive this email means that the online application was not submitted or received.**

Exam Analyst Information: If you have any questions regarding this recruitment or application process, please contact Jen Lo at Jen.Lo@sfgov.org.

The City and County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of their sex, race, age, religion, color, national origin, ancestry, physical disability, mental disability, medical condition (associated with cancer, a history of cancer, or genetic characteristics), HIV/AIDS status, genetic information, marital status, sexual orientation, gender, gender identity, gender expression, military and veteran status, or other protected category under the law.