



# SPECIAL ORDER

## SPECIAL ORDER 2019.66

### Position Vacancies

#### OFFICE OF THE FIRE CHIEF

**Issue Date:** September 27, 2019  
**Expiration Date:** December 31, 2019  
**Applicability:** Uniformed Career Personnel

1 **OVERVIEW**

2 With several recent and upcoming retirements, there is anticipated to be several vacancies within the  
3 Howard County Department of Fire and Rescue Services (Department) in nearly every Bureau and at  
4 potentially any uniformed rank.

5 **DEFINITIONS**

6 ➤ None

7 **TOPIC DETAILS**

8 Personnel that may be interested in any Bureau specific positions are encouraged to review Department  
9 General Order 100.02, *Organizational Relationships*. The vision of each Department Bureau is defined  
10 within the content of this GO. Should personnel have specific questions regarding any position within a  
11 Bureau, or what opportunities are anticipated to exist, personnel should reach out directly to the  
12 Bureau's Chief to discuss. Bureau Chiefs are directed to ensure that minimum and preferred  
13 qualifications, as well as job duties, are made known for positions within their respective Bureau.

14  
15 There are likely many position vacancies that will occur on a regular basis for at least the next year, more  
16 so than advertising each individual one is practical. Personnel that have investigated the various  
17 potential positions that may become available should ensure that a transfer request is submitted through  
18 the chain of command by December 01, 2019.

19  
20 The required work schedule of any staff position is a 40 hour per week day-work schedule. Some  
21 flexibility in specific daily work hours is possible, and can be discussed with the appropriate Bureau Chief.

22 **FORMS/ATTACHMENTS/REFERENCES**

- 23 • Department General Order 100.02: Organizational Relationships

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Approved:

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Christine Uhlhorn, Fire EMS Chief  
Office of the Fire Chief

Author:

A handwritten signature in black ink, appearing to be "G. Wallace", written over a horizontal line.

Gordon Wallace, Acting Deputy Chief  
Office of the Fire Chief