APPLICANT SELECTION FLOW CHART

I. PRELIMINARY PROCESSING

PHASE 1

1. APPLICANT SUBMITS AN ON-LINE APPLICATION AND IS ASSIGNED TO A RECRUITER OR APPLICANT COMES TO THE RECRUITING OFFICE

PHASE 2

1. APPLICANT FILLS OUT THE PRE-SCREENING QUESTIONNAIRE
2. APPLICANT'S HEIGHT AND WEIGHT ARE MEASURED
3. WALK-IN APPLICANTS FILL OUT CITY APPLICATION
4. APPLICANT FILLS OUT SCREENING CHECKLIST, DATA ENTRY FORM, AND IS THEN INTERVIEWED
5. PHYSICAL AGILITY TEST (MUST HAVE RELEASE FORMS COMPLETED BEFORE TEST CAN BE GIVEN)
6. FINGERPRINTS AND PHOTOS
7. GIVEN ADDITIONAL PAPERWORK AND LIST OF DOCUMENTS TO RETURN
8. APPLICANT COMPLETES POLYGRAPH QUESTIONNAIRE

II. FINAL PROCESSING

PHASE 3

1. CONDITIONAL JOB OFFER
2. POLYGRAPH EXAMINATION
3. FINAL INTERVIEW
4. ASSIGNED FOR BACKGROUND INVESTIGATION

PHASE 4

1. MEDICAL EXAMINATION & DRUG TESTING
2. PSYCHOLOGICAL TESTING AND EVALUATION
3. APPLICANT'S FILE FORWARDED TO THE CHIEF OF POLICE FOR APPROVAL

FAVORABLE APPLICANT POOL. APPLICANTS ARE SELECTED BASED ON PASSING ALL PHASES OF THE APPLICATION PROCESS. YOUR APPLICATION WILL BE VALID FOR ONE (1) YEAR.

INQUIRIES CONCERNING STATUS:
CONTACT: 713-308-1300 OR 1-800-252-0473

REV:11/27/07:cw