DALLAS POLICE OFFICER TESTING PROCESS

The Dallas Police Department would like to thank you for your interest. We are pleased that you are considering our department for a possible career in law enforcement. Please review the following minimum qualifications and general testing information.

Recruiters are available to answer your questions Monday – Friday 8AM to 5PM at:

Dallas Police Department
Jack Evans Police Headquarters
Personnel and Development Division
1400 South Lamar Street, Second Floor, Room 2-E
Senior Corporal D. Erwin (214) 671-4454 or (214) 671-4409
(800) 527-2948
Website www.dallaspolice.net
Email: dominique.erwin@dpd.ci.dallas.tx.us

Minimum Qualifications

- United States Citizen.
- Valid Driver’s License.
- 21-44 years of age (45 hours from an accredited college - minimum 2.0 GPA)
- 19½ years of age (60 hours from an accredited college - minimum 2.0 GPA)
- Can have Three (3) years active duty with an honorable discharge or three (3) years Law Enforcement with a city, county or state law enforcement agency waives all college credit requirements.
- Must not have committed a "Class A" misdemeanor or "Felony".
- Must not have committed or been convicted of a “Class B” misdemeanor within last 10 years.
- Vision: No worse than 20/100 in either eye, correctable to 20/20 in both eyes
- No pending traffic citations or court cases.
- Must not have been convicted of three (3) or more hazardous traffic violations in the last twenty-four (24) months. (Does not include “Driver’s Safety Course” or 1 Completed Deferred Adjudication)

Documents Required

1. Valid Driver’s License
2. Social Security Card
3. (2) Official College Transcripts, if applicable
4. Birth Certificate (original or certified copy)
5. High School Transcript (certified or official) or GED
6. Marriage License (copy)
7. Divorce Decree (copy)
8. DD214 - Member 4 page, if applicable (copy)
9. City of Dallas Employment Application
   (Can be accessed and completed on-line from the Dallas Police Department’s website)
10. Personal History Statement
   (Can be downloaded from the Dallas Police Department’s website)
Applicants MUST have all applicable documents prior to testing.

The application/testing process consists of two phases. You must successfully complete Phase I in order to proceed to Phase II.

**APPROPRIATE DRESS ATTIRE IS REQUIRED THROUGHOUT THE PROCESS**

**PHASE I**

**Preliminary Interview:** In person interview and questionnaire. Completion of all required documentation.

**Civil Service Test:** Test consists of basic reading, writing and math comprehension. The application for the Civil Service Test must be completed online.

**Pre-Polygraph Examination:** Screening tool that allows the applicant to answer (in his/her own words) questions regarding: employment history; criminal behavior; drug usage; as well as other areas which will be covered in the polygraph examination. You will take two pre-polygraph exams. (Paper and Computer)

**Physical Fitness Test:** (Appropriate Athletic Wear Required)

- Vertical Jump (6.5 inches)
- Bench Press (56% of your body weight)
- Illinois Shuttle Run (24.9 seconds)
- Sit-ups (14 in 1 minute)
- 300 Meter Run (110 seconds)
- Push-ups (4 in 1 minute)
- 1.5 Mile Run (19.09 minutes)

**Polygraph Examination**

**Applicant Interview Board:** (Appropriate Business Attire Required and clean shaven). Structured interview conducted by three (3) members of the Dallas Police Department.

**PHASE II**

Background Investigation
Psychological Examination
Medical Examination
Final Review Board
Monthly Testing

OUT OF TOWN APPLICANTS WISHING TO TEST SHOULD CONTACT A RECRUITER BEFORE MAKING TRAVEL ARRANGEMENTS

Applicants may complete "PHASE I" testing over a four (4) day period (Thursday - Sunday)

To register for the civil service exam

1. Under the Monthly Testing section of the DallasPolice.Net website, click on the City of Dallas On Line hyperlink, that will take you to the City of Dallas Website.
2. Scroll down on that webpage and click on the Police Officer Trainee hyperlink.
3. That will take you to the application page. Follow the instructions to complete the application.
4. Print out and retain a copy of your completed application.

Mail or deliver in person, a sealed official college transcript to:

City of Dallas Civil Service Office
Dallas City Hall
1500 Marilla Street
Room 1-C South
Dallas, Texas 75201

Your completed Civil Service Application and submitted documents will be reviewed by a Civil Service Representative

Subsequent to this review you will be notified of your Civil Service test date and time

****You must contact a recruiter prior to taking the Civil Service Exam. ***

PERSONAL HISTORY STATEMENT

Print out and complete the Personal History Statement.

Answer all questions that are applicable to you. You will be disqualified if you omit any information that applies to you. Do NOT notarize the document prior to testing. The Dallas Police Department will take a picture of you. No need to provide one.

COMPLETED PERSONAL HISTORY STATEMENTS MUST BE RECEIVED IN PERSON. DO NOT FAX OR MAIL.
ACADEMY /FIELD TRAINING
35 Week paid academy training
24 weeks of field training.

SALARY/BENEFITS
$46,541.00 - with a bachelor degree or higher
$42,941.00 - without a degree

Intermediate officer pay - $200.00 per month
Master Peace officer Pay - $500.00 per month
Deferred Compensation plans - 401K or 457
Health Care, Vision, and Dental plans
Shift Differential Pay:
3.5% - 3\textsuperscript{rd} and 4\textsuperscript{th} Watch
6.5% - 1\textsuperscript{st} Watch
Patrol $100.00
Language Pay
Retirement after 20 years

***The Dallas Police Department does NOT have a lateral transfer program***

Next Onsite Testing Dates
   Feb 19-23
   April 9-12
   May 14-18
   June 18-22

CONTACT A RECRUITER BEFORE TESTING DATE!