

**1. Submit an Application. Job posting closes Thursday, February 4<sup>th</sup> at 5:00 PM**

Submit your application online on the Human Resources website [www.peoriaaz.gov](http://www.peoriaaz.gov)

You are required to also submit the Preliminary Background Questionnaire to be considered for the testing process. The Questionnaire can be downloaded from the website and it can be submitted in person, by mail, or via fax:

In person or by mail to:  
Peoria Police Department  
8351 W. Cinnabar Ave.  
Peoria, AZ 85345  
Attention: Heather Borg

Via fax to: 623-773-5028

**2. Invitation to the Test.**

Your application and Preliminary Background Questionnaire will be reviewed and the most qualified applicants will be invited to the testing process.

**3. Attend Orientation.**

If you are invited to the testing process, you will be notified with the Orientation dates. The Orientation is mandatory.

**4. Fill out Background Packets.**

Background packet information will be covered at the Orientation and is required to be submitted the day of the test.

**5. Attend Testing.**

If invited to the testing process applicants must arrive with a photo ID or they will not be eligible to test. If you do not pass any portion of the test you will be eligible to re-test in 6 months.

**A. Physical Test.**

This test will be scored in a Pass/Fail only. The following are the minimum standards that must be met to pass the test. If you pass this portion of the test you will take the written portion of the test the same day.

Dynamic Strength	Time Frame	Required Number
Sit-Ups	1 Minute	28
Push-Ups	1 Minute	27
Cardiovascular Endurance	Time Frame	
1.5 Mile Run	14:54 Minutes	

**B. Written Test.**

The written test will immediately follow the physical agility. There is no law enforcement experience required for this test and no study guides available for this test.

**C. Oral Board Interview.**

If you pass the written test, you will be scheduled that day for an Oral Board Interview for the week(s) following the test.

**6. Interview with Background Investigators.**

Only the most qualified applicants will continue to the next phase of the hiring process.

**7. Polygraph and Background Investigation.**

A thorough background investigation, as outlined by AZ POST, shall be performed on each candidate.

#### **8. Ride Along.**

#### **9. Interview with Chief of Police and Command Staff.**

Only the most qualified applicants will continue to the next phase of the hiring process.

#### **10. Conditional Job Offer.**

#### **11. AZ POST Medical Examination.**

An AZ POST medical examination shall be given to each candidate to check for general health, fitness, and conditioning. Examinations will be conducted prior to appointment to probationary status and shall include a drug screen. Only the most qualified applicants will continue to the next phase of the hiring process.

#### **12. Psychological Screening.**

A battery of psychological tests shall be administered to each candidate after they receive a conditional job offer. The tests will be evaluated by a licensed psychologist and used in conjunction with a personal interview to evaluate the applicant and determine their suitability for employment. Only the most qualified applicants will continue to the next phase of the hiring process.

#### **13. Final Job Offer.**

The Chief of Police, based upon the results of the selection process and personal interviews, shall make the final hiring decision.

Although selection is based upon the successful completion of all of the above components listed, the nature of the selection process allows any single component, other than the polygraph result, to cause the elimination of a candidate from further consideration. The selection process is designed to allow the Department to obtain qualified personnel to fill specific needs. The final determination of the attributes and skills that a candidate should possess and who will be selected for employment is the responsibility of the Chief of Police.

The entire hiring process takes between 30 – 90 days.

**Heather Borg**  
**Peoria Police Department**  
**Background Investigations / Police Hiring Coordinator**  
**Staff Services**  
**Crisis Negotiations Team Scribe**  
**8351 West Cinnabar Avenue**  
**Peoria, AZ 85345**  
**(623) 773-8056**  
**[heather.borg@peoriaaz.gov](mailto:heather.borg@peoriaaz.gov)**