

Bixby Police Department

Non-Commissioned Employee

Recruitment Process

WRITTEN EXAMINATION: The application testing process continues with a written policy entry exam. The test measures your abilities in vocabulary, filling out forms, police procedures, memory, accident diagrams, exercising judgment, problem sensitivity, understanding and using maps, and identifying themes and ideas. Applicants must score a minimum of seventy (70%) to pass the written examination. All materials, including a pre-test study guide, will be provided.

APPLICANT REVIEW BOARD: Applicants shall appear before an oral interview board consisting of Bixby Police Officers, supervisors, and administrators. The purpose of the interview board is to determine if the applicant's problem solving, communication skills, education and work experience are suitable for a position as a Bixby Police Officer through an interview.

ADMINISTRATIVE INTERVIEWS: Applicants are scheduled to meet with the Bixby Chief of Police and the City Manager.

BACKGROUND EXAMINATION: All applicants who successfully complete the preliminary testing process will be subject to a thorough and extensive background investigation. This includes thorough criminal and traffic records checks, personal, military, financial, education and employment histories and interviews with persons who know you. The purpose of this investigation is to determine whether you respect the law and rights of other persons, are dependable, responsible, exercise mature judgment, honest and to determine your suitability as a police officer.

ELIGIBILITY FOR HIRE: Only those applicants who successfully complete all testing and evaluation process are considered for employment. Those applicants shall have their applications retained for not more than twelve (12) months from the date of their written exam. These applicants may be eligible for hire as positions become available.