



## ROSWELL POLICE DEPARTMENT



### THE SELECTION PROCESS

Thank you for your interest in employment with the City of Roswell Police Department. Listed below are the steps involved in the hiring process.

**APPLICATIONS ARE PROCESSED AS QUICKLY AS POSSIBLE.**

**ALL TIME FRAMES ARE APPROXIMATE.**

#### APPLICATION RECEIVED

Preliminary review to determine minimum suitability for the position.

#### TIME FRAME

Within 2 weeks of receipt

#### PHASE I

Initial Interview  
Criticall  
Written Test

1 to 3 weeks

#### PHASE II

Oral Interview Board  
GCIC/NCIC Criminal History Check  
Driver's History Check  
Department Record's Check  
Background Booklet

1 week

#### PHASE III

Shift Observation (6hrs)  
Background Investigation

1 to 2 weeks

### CONDITIONAL OFFER OF EMPLOYMENT

#### PHASE IV

Medical Examination  
Drug Screening  
Polygraph Examination  
Psychological Evaluation  
Neighborhood Visit

1 to 2 weeks

PHASE V

Command Interview for Final job Offer

START DATE

Basic Communication Officer Training Course	2 weeks GA P.O.S.T. Academy
Communications Training	Dependant on applicant
Probationary Period	1 year

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**POLICY ON REAPPLYING**

Applicants who are made **inactive** during the selection process may reapply.

Candidates who are **disqualified** during the selection process are no longer eligible for employment consideration with the City of Roswell Police Department.

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