

IMPORTANT INFORMATION

**Mark your calendars, request time off work (if necessary), etc.
for these important dates**

This document is intended to simplify some dates, steps, and other important information for our Police Officer applicants. We understand that this process can be confusing and difficult to navigate. We encourage you to use this document only as a quick reference. The recruitment 'Information Packet' has much more detailed information about this entire recruitment.

Step #1

Submit completed Job Application and Supplemental Application to Personnel Office at City Hall by 4:00 PM CST on Friday, July 6, 2018.

Step #2

Written Exam at Hendersonville City Hall on July 14, 2018 at 9:00 AM CST. Your completed Personal History Statement (PHS) packet will be due this day as well. Bring it with you to the Written Exam. If you do not bring it or have it completed, you will not be allowed to test and will be disqualified from this process.

Step #3

IF YOU PASS the Written Exam, the Physical Agility Test will be at the Hendersonville Police Department Annex Building at 1:00 PM CST on July 14, 2018. Could take 2-3 hours. Wear comfortable athletic clothing.

Step #4

IF YOU PASS the Physical Agility Test, you successfully completed the testing process.

IMPORTANT

- By submitting your Job Application and Supplemental Application by the July 6th deadline, you are automatically qualified to take the Written Exam on July 14, 2018.
- You also need to complete and bring your Personal History Statement (PHS) packet to the Written Exam on July 14, 2018. If you do not bring your Personal History Statement or it is incomplete, you will not be able to test. This is **REQUIRED**.
- Bring a valid photo ID with you to the Written Exam AND Physical Agility Test.
- Wear comfortable, durable athletic clothing and shoes to the Physical Agility Test.
- Physical Agility test may take 2-3 hours depending on how many candidates we have so be sure to make necessary arrangements.