



Entrance Test Procedures

Testing for a Police Officer position is unlike applying for most jobs. As a Civil Service Agency, there are certain steps that an applicant must take to be eligible for employment. We will describe the hiring process below and give you some basic information to help you succeed.

Steps of the Hiring Process

1. Make application with the City of Wichita Falls personnel office at 1300 7th Street.
2. Take a written Civil Service Entrance Test (must score 70 or higher to proceed).
3. Pass physical testing
4. Pass Video Assessment testing
5. Background Investigation is conducted.
6. Interview process
7. Polygraph
8. Psychological testing
9. Medical screening

Applicants passing all the above steps will be eligible for employment based off the list generated by the Civil Service Entrance Test. Applicants remaining on the list are eligible to be hired, for one year from the Civil Service Test date, when openings occur. Applicants not hired but remaining on the list may still be eligible to attend the Police Academy. Contact the Police Department Training Staff for more information.

Most testing will be done outside so you should dress or bring appropriate clothing to complete the testing based on the weather forecasted for that day. As with any exercise program, consult your health care provider prior to conducting strenuous physical activity.

POLICE ENTRANCE EXAMINATION

PHYSICAL ABILITY TEST STANDARD

One Minute Sit-up	25
300 Meter Run	75.3 seconds
One minute Pushup	19
1.5 Mile Run	16:55 minutes

PRACTICAL ABILITY TEST STANDARDS

1. Handgun Trigger Pull Six (6) times using both right and left index finger analysis; Time limit one (1) minute.
2. Pedal and steering wheel reach in patrol vehicle (arms extended from steering wheel for airbag safety) and sight over the dashboard/proper use of mirrors analysis.
3. Ability to Drag/Carry weighted object analysis (120 pounds for 20 yards); time limit one (1) minute.

Running

This might be your first try at running, or a return visit, or an attempt to improve on what you already do. The less running you've done recently, the more you can expect to improve your distances and speeds in the next few weeks. On the other hand, the less you've run lately, the more likely you are to hurt yourself by doing too much running, too soon. That's why it's so important to set two goals as you start or restart your running program: maximize improvements and minimize injuries. You win by improving. You lose by getting hurt.

Buy the right shoes. Shoes are the biggest equipment expense for runners, so it's important to get it right. Spend wisely by buying well-made shoes from a major brand. Search out a model that fits you properly, and is designed for the surface you'll run on; most often, in your case, it will be concrete. Once you have

the right shoes, mark off a mile and a half course. This can be done with a pedometer or the trip meter on your vehicle. If you use the school track it will take six (6) laps to equal a mile and a half. Run this course to set your initial time. The target time is 15 minutes. Do not hesitate to walk. Pausing to walk during a run is not a form of cheating, but a common practice among experienced runners to increase endurance. Run two to three miles each time you run.

Week 1: run and walk for a distance of 2 miles, 5 times a week

Week 2: run and walk for a distance of 2 miles, 5 times a week

Week 3: run for a distance of 2 miles, 5 times a week

Week 4: run for a distance of 2 miles, 5 times a week

Week 5: run for a distance of 2 miles, 5 times a week

Week 6: run six quarter mile sprints twice a week

Week 6: the other three days run your 2 miles

Week 7: run six quarter mile sprints twice a week

Week 7: the other three days run 2 and one half miles

Week 8: run three miles, 5 times a week

Sit-ups/Pushups

Sit-ups should be done every day along with push-ups. Start out with 3 sets of 10 a couple of times a day and after about a week move to 3 sets of 15 and so on. Push-ups can be done the same way.

If you have additional questions about the physical testing or any part of the hiring process, please call the Police Training Unit at (940) 720-5059.