



## NOTICE OF ENTRANCE EXAMINATION

Please be advised that the City of Lancaster will be administering a Civil Service Entrance Examination for Police Officers on Saturday, December 17, 2016.

In order to receive a ticket number and study guide, you must complete the online application & upload the required documents at [www.lancaster-tx.com](http://www.lancaster-tx.com), click on the Employment Opportunities icon.

- The following are required for exam eligibility:
  1. No Police Pre-Certification is required to take this exam. Must meet all legal requirements necessary to become eligible for future licensing by the Texas Commission on Law Enforcement.
  2. Must possess a current valid driver's license with acceptable driving record.
  3. Must be at least 21 years of age and meet all eligibility requirements of **Texas Local Government Code, Section 143.023 of the Texas Fire and Police Civil Service Law** and Lancaster Local Rules.  
**\*\*\*Note: Applicants over 44 years of age are ineligible to take the exam.**
  4. High School Diploma; OR G.E.D. Certificate with 12 college credit hours (with a minimum 2.0 GPA on a 4.0 scale; OR 24 months active duty in U.S. military (with proof of honorable discharge - DD214 - Member 4 copy).
  5. Must meet all physical requirements.
  6. Must be U.S. Citizen.
- The Police Officers Examination will be administered from 9 A.M. to 9:45 A.M.  
**\*\*\*Note: The Physical Agility Test will be administered immediately after the Entrance Exam for those who pass the Language Skills Exam. Bring proper clothing and shoes to participate in the physical activity.**
- **The Entrance Examinations will be administered at the Lancaster Recreation Center; 1700 Veterans Memorial Pkwy; Lancaster, Texas 75134. (Map in study guide)**
- Proper Identification will be required in order to be admitted to the Examination.
- The Entrance Examination will consist of language skills. Study guides will be provided to applicants from the Human Resources Department after receipt of a complete online application.
- A ranked eligibility list will be maintained for one year unless the list is exhausted.
- All applications and required documents should be submitted online at [www.lancaster-tx.com](http://www.lancaster-tx.com)-Employment Opportunities by the deadline of **4 P.M. on Thursday, December 15, 2016** in order to be included for the Examination.

If you have any questions regarding the application process, you may contact:

- **Office of Human Resources, 211 N. Henry St., Lancaster, TX 75146 (972-275-1790).**  
(Office hours are 8-5, Monday-Friday.)

**Salary** Entry-level police officers with no prior experience start at \$49,483.57 annually. Top pay (after six years) is \$62,138.14 annually. Newly hired applicants may be given prior credit for up to three years of verifiable, full-time service as a peace officer and started as high as Step 3 with an annual salary of \$53,958.16. Longevity and overtime pay are according to Civil Service law found in Chapter 143 of the Texas Local Government Code. The Lancaster Police Department pays additional incentives for Intermediate, Advanced and Master Peace Officer certificates from TCLOE.