



October 17, 2024

Re: Entry Level Police Officer Examination/Personal Agility Test

Dear Applicant:

The Greenville Civil Service Commission invites qualified persons to take the examination for Entry Level Police Officer. **The examination will be held on Saturday, January 11, 2025 at 9:00 a.m. at the Fetcher Warren Civic Center, 5501 Business Highway 69 S., Greenville, Texas 75402.**

Minimum qualifications are listed on the attached notice. Before being hired a background investigation including a drug screen will be required. A listing of disqualifiers is attached. Please review this list to determine that none apply to you.

Starting Salary: \$5,896.78 per month. Previously TCOLE Certified Officers may be considered for the City's Lateral Entry program with starting pay of up to \$7,925.40 per month with ten years' service.

For application forms and information, contact the City of Greenville Human Resources Office, 2821 Washington Street, or call (903) 457-3134. Five points veteran's preference will be added to your passing test score if you have an **honorable discharge** with at least 180 days service in the Active Military. National Guard or Reserve duty alone will not qualify. A copy of your DD Form 214 must be attached to your application and turned in prior to beginning the test to receive credit.

The cutoff date for receipt of applications is January 03, 2025. Applications received or post marked after January 03, 2025, will not be considered.

Physical Ability Test will be conducted that afternoon, January 11, 2025, if you pass the Police Entry Exam and Personal History Packet Review. Please be prepared to take the PAT if you clear the other processes.

To enter the testing area, applicants will be required to furnish valid picture I.D. (Driver's License, Military I.D., etc.) **BE ON TIME!** Once the test has started no one else will be admitted to the testing area.

If you have a disability and wish to request an accommodation to allow you to take the test, then such request must be received at the City's Human Resources Office, P.O. Box 1049, Greenville, Texas 75403 by January 03, 2025. Complete documentation of the need for accommodation must accompany the request or it will not be considered.

Carefully review this letter and the attached notice to avoid misunderstandings. If you meet all minimum requirements, then contact the Human Resources Office for an application form. Our mailing address is City of Greenville, Human Resources Office, and P.O. Box 1049, Greenville, Texas 75403. The application form also can be downloaded via the City website at: www.ci.greenville.tx.us. Telephone: (903) 457-3134. Once we receive your application, we will forward a Study Guide that you may use to prepare for the examination.

Sincerely,

Cynthia Brown

Cynthia Brown
Human Resources Specialist