



**NOTICE BY THE CITY OF SAN JUAN
FIRE AND POLICE CIVIL SERVICE COMMISSION**

CIVIL SERVICE ENTRY LEVEL POLICE OFFICERS' EXAMINATION

Please be advised that:

An Examination will be held for the position of Entry Level Police Officer at 9:00 a.m., on Tuesday, September 28, 2021, at the City of San Juan Memorial Library located at 1010 South Standard Avenue, San Juan, Texas for qualified applicants.

The purpose of the Examination is to create an eligibility list from which qualified applicants may be considered by the department head. The list, once certified, shall be valid for a period of twelve (12) months from the date of its certification.

Application forms may be obtained at City Hall, located at 709 South Nebraska, San Juan, Texas with the Department of Human Resources and must be submitted at this same office. Applications must be submitted no later than 5:00 p.m. on Friday, September 24, 2021. Applications submitted after this deadline will not be accepted.

To be eligible to take the Examination, an applicant must meet the following minimum requirements:

- Must be a United States citizen.
- Must be a minimum of 18 years of age.
- Must not be over 45 years of age for an entry level police officer position.
- Must be able to read and write the English language.
- Must meet all minimum requirements to become eligible for future licensing by the Texas Commission on Law Enforcement (see www.tcole.state.tx.us).

Additionally, please be advised that:

- The test may not proceed unless at least one other applicant taking the examination is present.
- A passing grade of at least 70 is required to be placed on an eligibility list.
- Applicants who pass the written examination are further subject to a physical and mental examination and further background checks by the department as a condition of employment.
- The Entry Level Eligibility List is valid for a period of one year and does not guarantee there will in fact be sufficient vacancies to fill during this time period.
- Upon expiration of the list, an applicant must retest to be considered for placement on a new list.

The City of San Juan Fire and Police Civil Service Commission does not discriminate on the basis of disability in the admission of, access to, treatment of, or employment in its programs, activities, or public meetings. Any individual with a disability in need of an accommodation is encouraged to contact the Office of the City Secretary at (956) 223-2200 at least 24 hours prior to the scheduled examination to make proper arrangements.

POSTING CERTIFICATION

I certify that the above Notice of Examination of City of San Juan Fire and Police Civil Service Commission was timely posted in accordance with the requirements of Chapter 143, Texas Local Gov't Code on the 28th day of June, 2021, at 5:00 PM and such posting was done with no less than twenty (20) days before the test announced herein.

Veronica Hernandez, Director of Civil Service