



**CIVIL SERVICE COMMISSION**  
**POLICE DEPARTMENT**  
**ENTRY-LEVEL POLICE OFFICER EXAMINATION**

The City of Missouri City will conduct a Civil Service Examination to establish an eligibility list for entry-level Police Officers. This eligibility list shall be effective for twelve (12) months from the examination date, unless exhausted earlier.

**DEADLINE TO APPLY FOR THE EXAMINATION IS June 28, 2023.**

|                   |   |
|-------------------|---|
| Examination Date: | <b>July 08, 2023</b>  |
| Time:             | <b>09:00 a.m.</b>   |
| Place:            | <b>Public Safety Headquarters Training Room<br/>3849 Cartwright Road<br/>Missouri City, Texas 77459</b> |

Failure to timely apply for the examination will result in an applicant's disqualification or exclusion from testing.

**Eligibility Requirements**

The eligibility requirements for an entry-level Police Officer are established by the [Local Rules & Regulations of the Fire Fighters' and Police Officers' Civil Service Commission for the City of Missouri City, Texas](#), including department screening criteria. Some of these requirements include that an applicant must:

- be at least 21 years old on the examination date. A person who is 45 years of age or older may not be certified for a beginning position in the Police Department;
- a citizen of the United States of America;
- be able to read and write English;
- have a high school diploma or a GED equivalent or have completed at least 12 college hours from an accredited college or university;
- not have a record of felony conviction or deferred adjudication;
- not be under a current indictment or charge for a felony offense;
- not have a record of a Class A misdemeanor or deferred adjudication;
- not have a record of conviction or deferred adjudication for a family violence offense;
- not have a record of a Class B misdemeanor or deferred adjudication, within the last 10 years;
- never used any "hallucinogenic" drug, such as ecstasy LSD, PCP, or other type of hallucinogen;
- never delivered, sold, or possessed with intent to deliver a controlled substance in violation of any state or federal law;
- not be prohibited by state or federal law from operating a motor vehicle;
- if applicable, not have been dishonorably discharged from the military; and

- if applicable, not have a peace officer's license that is suspended or have a surrender of license in effect.

### Examination Process

Applicants will be required to complete and submit an online application through the [Missouri City Human Resources & Organizational Development webpage](#) by **June 28, 2023**. Applicants must also complete, sign, and return the [Employment & Examination Application](#) by **June 28, 2023**.

Applicants, who are not disqualified from testing, will receive an invitation for examination from the Civil Service Director that confirms the examination date, time, location, contains a Personal History Statement form for completion, and that assigns a candidate number to the applicant. The applicant must then complete and sign the Personal History Statement form and submit it during check-in on the examination date. Failure to provide a completed and signed Personal History Statement by this deadline will result in the applicant being disqualified from this examination cycle.

Check-in begins at **08:00 a.m.** and ends at **08:45 a.m.** At check-in, applicants must provide proof of identity through a valid driver's license. Failure to timely check-in for the examination will result in an applicant's disqualification or exclusion from testing.

Applicants who have served in the United States armed forces, received an honorable discharge, and make a passing grade (70) on the examination, may be eligible to have five points added to their examination grade. To be eligible for these additional points, Applicants must submit proof of their honorable discharge through a copy of their DD Form 214, at check-in on the examination date.

Use of cell phones or any other recording devices are strictly prohibited during check-in, the examination, and the grading process. Applicants shall not have a cell phone or any recording device on their person while in the examination building.

This notice is being posted on June 2, 2023 at 3:30 a.m/p.m



Heidi Rodriguez, Human Resources & Organizational Development Manager