



Office of the Civil Service Secretary
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Examination Process

- Candidates will be required to complete a Physical Abilities Test, a Written Examination and an Oral Board Examination.
- Following is the **tentative** schedule for testing:
 1. **Written Examination**-Tuesday, January 10, 2017 at 9:30 a.m. at the City of South Bend Council Chambers, 1102 W. First Street, South Bend, WA 98586. The written examination is weighted at 60%.
 2. **Physical Abilities Test**-Tuesday, January 10, 2017 at 12:30 p.m. at the South Bend High School track. The Physical Abilities Test is graded as Pass/Fail. The PAT includes 4 events: a 300-meter run, push-ups, sit-ups, and a 1.5 mile run/walk. For more information about PAT standards, see the Washington State Justice Training Center website at:
https://fortress.wa.gov/cjtc/www/images/docs/classes/blea/pat_website_info.pdf
 3. **Oral Board Examination**-Date and time to be announced. The oral board is weighted at 40%. Candidates must score 70% on the oral board to pass.
- Ranking of the applicants on the eligible register shall be based on the results of the examinations.
- Veteran's preference, as set out in RCW 41.04.005 and 41.04.010 shall be applied when entitled.
- As openings in the entry level Police Officer class occur, the Civil Service Examiner will submit the top 3 names on the eligibility list to the Police Chief for consideration in filling the vacancy. Once certified, civil service registers are typically in place for a year, unless there is cause to abandon the register before that time.

Additional information may be obtained by calling Dee Roberts at 360-875-5571 or email dee.roberts@southbend-wa.gov

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