

INFORMATION ABOUT THE CITY OF MIAMI POLICE OFFICER CIVIL SERVICE EXAMINATION

Subsequent to applicants meeting the initial documentation requirements to apply for the position of Police Officer, applicants are scheduled to take the city of Miami's entry-level, Civil Service written examination. Qualified applicants will receive written notification in the mail of the date, time and location they have been scheduled for the written examination. The City's entry-level, Civil Service written examination for Police Officer is required for all applicants who are applying for the Police Officer classification – not for those who already hold State of Florida certification as a law enforcement officer. *Those possessing current certification as a law enforcement officer in the State of Florida undergo a separate recruitment and selection process, which does not involve a competitive Civil Service examination administered by the City of Miami.* Law enforcement Officers certified in the State of Florida are encouraged to call our Employment Office (305-416-2170) to have a notification card completed so that you may receive individualized notification once the recruitment begins for Certified Police Officer.

The length of the examination administration is typically 4.5 hours in length, and consists of three parts:

- 1) Recordkeeping and Judgment / Decision-making
- 2) Comprehension and Judgment / Decision-making via written stimuli
- 3) Protective Services Profile

At the time that a completed application is submitted, candidates will pick up a Candidate Preparation Manual, which provides assistance to candidates to prepare for the examination. Study Guides will not be mailed, and will not be released to anyone other than the person submitting the application. Duplicate copies will not be issued. Candidates will also have the opportunity to sign up for a "Study Skills and Test-Taking Strategies" Training Session and/or "Written Examination Sample Test" Training Session at no cost. Candidates are expected to have read their Candidate Preparation Manual **prior to** attending the "Written Examination Sample Test" Training Session.

It is critical that you arrive at the testing site on time and on the date you have been scheduled. Additionally, applicants should bring the yellow card mailed to them by the City of Miami, which provides notice of the date and time of the exam. Additionally, applicants are required to present photo identification to check-in at the examination site. Applicants who arrive late will not be allowed entry. There will be no exceptions.

Candidates are advised to bring sweaters or jackets to the testing location.

Applicants will receive written notification advising of the status of their examination scores.

It is the applicant's score on the City of Miami's written examination that will be reflected on the City of Miami's eligible register. Applicants who have earned a passing score will be listed on the register in score order starting with the highest score and descending to the lowest passing score.

Applicants who fail the City of Miami entrance examination must wait for six months before re-taking the examination.

Neither the FBAT, CJBAT, FDLE Police Examination, or examination from any other jurisdiction will serve as a substitute for the City of Miami's written examination for Police Officer.