**Applicant Requirements:**

All applicants must:

* Be at least 21 years of age
* Be a United States citizen
* Have a high school diploma or equivalent
* Have or be able to obtain a valid South Carolina driver’s license
* Have not had a driver’s license suspension during the last 5 year for DUI; leaving the scene of an accident; reckless homicide; or involuntary manslaughter
* Have never been convicted of a felony or domestic violence
* Have never been convicted of a crime of moral turpitude or a misdemeanor carrying a possible sentence of more than 1 year
* Have a good credit history

**Steps in the Hiring Process Include:**

* Application
	+ All applicants must submit an application either online at [https://www.cityofandersonsc.com/careers /](https://www.cityofandersonsc.com/careers%20/) or you can apply in person at 401 S. Main St. Anderson SC, 29624 during normal business hours. Mon – Fri 8:30a. m. to 5:00p.m
* Physical Ability Test (PAT)
	+ This test is required for admission into the South Carolina Criminal Justice Academy and is the first test all applicants take after applying to the APD. The course and all obstacles must be successfully completed in under 2 minutes and 6 seconds. Applicants must successfully complete this course in the required time in order to take the written exam.
* Written Exam
	+ After successfully completing the PAT, applicants will take The National Police Officer Selection Test. Applicants must score 70% or better on this exam.
* Interview Board
	+ After successfully completing the written exam, if selected, applicants are schedule for an interview board. The board scores applicants based on their responses to a series of questions. If the board selects the applicant, they will continue with the hiring process.
* Chief’s Interview
	+ The applicant will then move onto a Chief’s Interview, where they will meet with the Chief and or Major of the department. If the Chief selects the applicant, then they will continue with the hiring process.
* Drug Screen/ Physical
	+ Applicants are given a drug screen and physical during their pre-employment hiring process. If the applicant successfully completes the drug screen and physical, then they will continue with the hiring process.
* Polygraph Exam
	+ All applicants who successfully complete the interview board, Chief’s Interview and drug screen and physical will then be scheduled for a polygraph examination. If they successfully complete the polygraph examination, then they will be scheduled for a psychological evaluation.
* Psychological Evaluation
	+ All applicants meet with a licensed psychologist, who makes a recommendation to the APD about whether the applicant should advance in the hiring process.
* Background Investigation
	+ A thorough background investigation is completed on all applicants. This includes (but is not limited to) contacting former and current employers and references, a credit check, and a criminal history check.