

DISQUALIFIERS FOR POLICE OFFICER

It is the responsibility of the Cobb County Department of Public Safety and the State of Georgia to conduct a thorough background investigation on each applicant. This investigation includes, but is not limited to:

- ◆ Check of the applicant's work history
- ◆ Driver's history
- ◆ Criminal history
- ◆ References
- ◆ Administration of a written and clinical psychological analysis
- ◆ Polygraph Examination

Any attempt to conceal or misrepresent information during the hiring process will result in immediate disqualification of the applicant.

In an effort to maintain an equitable standard for hiring applicants for the position of Police Officer, certain standards and guidelines have been established. The following represent a minimum of these standards. Applicants for the position of Police Officer will not be considered without meeting the minimum criteria outlined below.

- ◆ No felony conviction in a lifetime
- ◆ No more than two misdemeanor convictions and no conviction for misdemeanor of an aggravated nature, public order or decency violation
- ◆ No convictions for DUI/DWI within past five years. No more than one conviction of DUI/DWI in a lifetime
- ◆ No conviction for Racing or Reckless Driving within the past five years
- ◆ No conviction for Hit and Run, Homicide by Vehicle, Attempting to Elude Officer or Habitual Violator
- ◆ No discharge from any military organization less than honorable
- ◆ No termination for just cause from a local, state or national Civil Services or Merit System
- ◆ No license suspension due to points

If you have any questions or personal concerns pertaining to other background issues such as past drug experimentation, you should contact the Internal Affairs office and speak to a recruiter or background investigator. A recruiter can be reached at 770-528-3812. You may personally come to the Internal Affairs office at 100 Cherokee Street, Suite 140, Marietta, Georgia, 30090 and speak with a recruiter.

The Above Guidelines Are Not All-Inclusive

Cobb County Police Department Background Process
(Common questions and answers about applicant processing)

1. What testing is involved in the background process?

Applicants are tested in the following areas: Written examination, physical ability test, background interview, background investigation, polygraph examination, written psychological, clinical psychological, medical examination and final interview.

2. What will the background investigation include?

Background investigators will talk to references, family members, neighbors and past job references. We will conduct computer generated searches of criminal, driver, and credit histories. Verification of past addresses and corresponding records from law enforcement are also checked.

3. What does the physical ability test entail?

PLEASE SEE THE ATTACHED “*PHYSICAL ABILITY TEST INSTRUCTIONS*” AND VIEW THE “*PHYSICAL ABILITY TEST ORIENTATION VIDEO*” LOCATED AT <http://hr.cobbcountyga.gov/study-guides.htm>.

4. What is the purpose of the background investigation?

The general public expects Public Safety employees to have good character and reputation that will serve their needs. To facilitate this public demand and requirements of law, a confirmation of certain personal and work-related information is accomplished for each applicant. This investigation is not intended to discover derogatory information about the applicant, but to confirm the applicant’s suitability for the job. Data is gathered from various automated information sources as well as personal interviews with our references.

5. What should I expect as an applicant with Cobb County Police?

Our department is large and screens a large number of applicants annually. You will find the process to be friendly and personal with individual attention directed toward your application. Applicants will be processed as quickly and in a thorough and professional manner.

6. How long will the hiring process take?

The processing for most applicants can take from one to three months following the written examination. This depends on the complexity of the individual’s background, availability of support personnel and the applicant’s willingness to complete the required steps.

7. Will the background investigator contact my current employers and jeopardize my job?

Your current employer will not be notified of your application until the approaching completion of the hiring process. All attempts will be made to notify you prior to your employer being contacted for a reference.

8. I live out of state; will the department work with me to facilitate my trips?

Yes, being nationally recognized, Cobb County draws applicants from around the country. We realize processing is often difficult for those who do not live in the immediate area. The background investigative personnel will arrange for out of state and distant applicants to complete as many steps as allowed while visiting the Atlanta area.

9. Is there a residency requirement as a Cobb County Police Officer?

No, there is no requirement to live in Cobb County.

10. What is the most important characteristic to possess in order to get a job as a Cobb County Police Officer?

Honesty. All applicants are expected to be honest in their dealings with the hiring process. Applicants who choose to withhold pertinent information regarding their background will not be hired.

11. What will expedite my applicant process?

Providing all required supportive documentation and completing the necessary forms, an applicant's individual processing time can be reduced. Being timely for all appointments and providing complete information regarding employers and personal references will make your application move smoother.