



City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909
www.santafenm.gov

Javier M. Gonzales, Mayor

Councilors:

Signe I. Lindell, Mayor Pro Tem, Dist. 1
Renee Villarreal, Dist. 1
Peter N. Ives, Dist. 2
Joseph M. Maestas, Dist. 2
Carmichael A. Dominguez, Dist. 3
Chris Rivera, Dist. 3
Ronald S. Trujillo, Dist. 4
Mike Harris, Dist. 4

Dear Police Department Applicant:

Thank you for your interest in employment with the City of Santa Fe Police Department. Police Cadets must be 21 years of age at the completion of the Police Academy.

The entry-level salary for Police Cadet is currently \$19.11 per hour. Current NMLEA certified candidates may be brought in as a Police Officer I-III lateral hire at \$19.11 – \$22.78 per hour.

We anticipate conducting testing the **SECOND SATURDAY** of every other month (on even months, always subject to change) until vacancies are filled. Please check www.santafenm.gov for exact test dates.

Please note there are nine phases to the selection process. The following is an explanation of the testing process:

Phases one through three (1-3) will be administered on the scheduled test date.

- 1. Physical Agility Test** – based on the New Mexico Law Enforcement Academy Standards. This test consists of a 1.5 mile run, push-ups, sit-ups and 300 meter run. A sheet containing minimum standards is included in this packet. Please bring clothing suitable for exercising to include running shoes as well as water. **Lateral hires** are not required to take the physical agility test.
- 2. Written Test** – a two hour multiple choice exam will be administered. **Lateral hires** will have placement exams to determine hiring rank.
- 3. Interviews**–Should the physical agility test and written exam be passed, candidates will be interviewed.

Please bring appropriate business attire.

For those who successfully pass the above three phases, a conditional letter of hire will be made and is contingent on the successful completion of the following phases:

4. Background Investigation;
5. Polygraph examination;
6. Psychological evaluation;
7. Physical examination (paid by the City of Santa Fe);



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8. Drug Screening (paid by the City of Santa Fe)
9. Police Chief's Interview (Final Stage)

Location: Santa Fe Police Department, 2515 Camino Entrada, Santa Fe, New Mexico 87507

Time: Sign in at 8:00 a.m.

PLEASE BE PROMPT, you will not be allowed to test if you are late.

Mandatory Items: Current driver's license, proof of education and, if applicable, your peace officer certification.

Should you not pass any phase of the testing process you will be notified immediately. You may elect to retest for the position at a later date.

If you have any questions about the selection process or the job requirements, please contact Lillian Martinez at 505-955-6659 or SFPD Recruiting Officer Corrine Jones at (505)955-5166.

Good Luck!

Sincerely,

Lillian Martinez
Human Resources Assistant