

Oklahoma CityPolice Department

Police Recruiting Unit 800 N Portland Ave. Oklahoma City, OK. 73107 (405) 297-1116 Telephone) (405) 316-1116 (Fax)

The Oklahoma City Police Department has implemented an online application system. All applications are now received and processed through Governmentjobs.com. <u>We will no longer accept any paper applications.</u>

To apply, please visit: https://www.governmentjobs.com/careers/oklahomacity

Once the application is submitted, you will receive a computer- generated confirmation email. If you do not receive this notice, please check your email settings.

If you meet the minimum qualifications, you will receive an email with the "Personal History Statement" attached. This document is a "fillable PDF" and is separate from your initial application. You may also download and save the form from:

Personal History Statement

The Personal History Statement is a detailed and comprehensive document. You should take great care to be as thorough and complete as possible. Failure to complete the form with required information such as phone numbers, addresses, etc. will delay your application.

Any deliberate omissions or false statements, at any stage of the hiring process, will result in the termination of your application.

You will be asked to provide the following documents:

- Birth Certificate (certified copy)
- High School Transcript (certified document) / GED Certificate and grades (original document)
- College Transcript (official transcript either mailed to us or provided in a sealed envelope)
- Marriage License (copy)
- DD-214 long form. If currently serving, please provide a letter signed by your commanding officer with expected date of separation and discharge.
- · Driver's license and social security card
- Divorce Decree(s) if applicable
- · Bankruptcy- copy of entire document
- Name change copy court documentation
- Naturalization Certificate original document

All original documents will be returned after copies are made for your file.

For detailed information regarding the entire hiring process, please visit our website at https://www.okc.gov/departments/police/recruiting.

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