

City of Denham Springs Municipal Fire and Police Civil Service Board

How to apply to become a Police Officer in the City of Denham Springs

The City of Denham Springs Police Department falls under Civil Service for the state of Louisiana. In order to apply for a position as an Entrance Police Officer for the City of Denham Springs you must be on the eligibility list for the City of Denham Springs. To get on the eligibility list you must have a score from the Office of State Examiners and complete an entrance Police Officer application. In order to get a score, you must take and pass an exam. You can find where an exam is being given by going to the Office of State Examiner (OSE) website at www.ose.louisiana.gov and clicking the Testing & Employment link.

You will then apply to the exam by filling out the application and including all documentation required. Denham Springs may not be giving an exam but you can still take an exam elsewhere and have your scores transferred. Once your application is complete mail or hand deliver it to the jurisdiction, then the board will meet to approve applicants. If your application is approved, you will then be notified at least five days before the exam with additional information.

Once you take the exam OSE will score it and send the scores back to the jurisdiction the exam was taken. The board will meet again to review and approve grades. If you pass the exam you will receive a score letter. If exam was not taken in Denham Springs take that score letter and the completed Entrance Police Officer application and return it to City of Denham Springs. At our Civil Service Board meetings applications with reported test scores will be reviewed. The approved applicants will then be placed on the Police Officer eligibility list and given to the Police Department to use when they have an opening.

When positions become available, candidates who are on the civil service eligibility list are scheduled for a meeting with the Oral Interview Board. The OIB is comprised of five experienced officer of the Denham Springs Police Department who review the candidate's application with him/her and ask the candidates questions on how he/she would handle certain situations. A comprehensive background investigation is then conducted. The OIB makes recommendations to the Chief of Police who then personally interviews prospective candidates and makes a determination whether to hire. The candidate is then administered psychological, voice stress analysis and WorkSteps testing. The successful applicant will be notified.

Contact Jeanette Clark (225)667-8332 if you have any questions.