

WEBER COUNTY SHERIFF'S OFFICE		POLICY AND PROCEDURES	
SUBJECT: Notice to Candidates		CHAPTER/SECTION NO.: 22.4	
EFFECTIVE DATE: 10/7/03		REVIEW DATE:	
AMENDS/SUPERSEDES: See attached sheet		APPROVED: <u>** See Master File</u> SHERIFF	
STANDARD NUMBER: 32.1.4			

22.4 Policy

22.4.1 Notice of Selection Elements

- A. All candidates will be notified in writing, by the Sheriff's Office, of the selection process, and will include:
 1. Dates, times, and locations of testing.
 2. Information on fitness testing.
 3. Statement indicating that psychological screening, medical examination, background investigation, voice stress analysis and/or polygraph examination may be a requirement.
 4. Notice of estimated duration of process.
 5. Process of appeal if candidate feels he/she has been discriminated against. An appeal in this instance will be made to the Career Service Council.
 6. Statement indicating what criteria may disqualify a candidate.
 7. Candidates not qualifying may reapply and test for a position at the next selection process.