

**CITY OF TULSA  
POLICE OFFICER APPLICANT INFORMATION**

**REQUIREMENTS:**

All applicants must meet the following requirements to be considered:

AGE: All applicants must be at least 21 years of age. Applicants cannot be more than 45 years of age.

CHARACTER: No one may apply who has been convicted of a felony or a crime of moral turpitude. Any applicant who falsifies an application shall be rejected from further consideration.

EDUCATION: All applicants must have completed a Bachelors Degree at an appropriately accredited post-secondary institution recognized by the City of Tulsa Human Resources Department. All applicants must have a cumulative grade point average of at least a "C" or the equivalent.

RESIDENCY: There are no residency requirements to take the test, but applicants must be U.S. citizens.

**HOW TO APPLY:**

Applicants should go to the Tulsa Police website at: [www.tulsapolice.org](http://www.tulsapolice.org) or call the City of Tulsa Job-Line at (918) 596-7444 for information regarding the minimum requirements and upcoming test dates. If you have additional questions, you may contact the Tulsa Police Department Recruitment Officer at (918) 591-4506 or 1-800-688-6848.

**SELECTION PROCESS:**

Testing is normally held the first Tuesday of each month at 7:45 a.m. and the third Tuesday of each month at 5:45 p.m. at the Tulsa Police Training Center. The selection process consists of a number of steps, each of which must be successfully completed prior to proceeding to the next step:

1. Completion of written examination and application materials and successful completion of a Physical Abilities Test.
2. Structured interview before a Police Screening Board.
3. Background investigation by the Tulsa Police Department.
4. Selection made by the Tulsa Police Department.
5. Medical examination by the City Physician & Police Pension review, including drug screening.
6. Appointment to the Tulsa Police Academy as authorized by the Mayor.

All accepted applicants are hired as Apprentice Police Officers (APO) and must successfully complete 28 weeks of extensive training at the Tulsa Police Training Center. Salary during this period is \$3,344.00 per month. Upon completion of the academy class, APO's are sworn in as Tulsa Police Officers and receive a salary of \$3,716.00 per month. Sixteen weeks of supervised field training follow.

**SALARY AND BENEFITS:**

As of January 1, 2007, the following salary and benefits became effective:

Salary: Up to nearly \$5,000.00 per month for Police Officers.

Longevity Pay: \$240 maximum/month.

Retirement: Retirement after 20 years of service.

Vacation: Accrues at the following rate of hours per month: 9.333 hours to completion of fifth year, 10.667 hours for 5 to 9 years; 14 hours for 10 to 14 years; 15.333 hours per month for 15 to 19 years; 16.667 hours per month for 20 to 24 years; and 17.333 hours for 25 or more years of service.

Sick Leave: Accrues at eight hours for each full calendar month of service, to a maximum of 1200 hours. After accrual of 960 hours of sick leave, any excess accrued may be converted to annual vacation leave at a ratio of eight (8) vacation hours per each eight (8) hours of accrued sick leave.

Holidays: 13 paid holidays per year.

**Health**

Insurance: 90% of individual health insurance paid by the City; City pays 75% of the family coverage. A variety of health care options are available.

**Dental**

Insurance: Full coverage for employees.

Life Insurance: Paid in full by the City.

**Uniform**

Allowance: \$675/year for the first year; \$625 thereafter.

**Miscellaneous**

Benefits: Choice of two credit unions; in-service training offered by City and Police Department; opportunity for take-home car for those living within a 25 mile radius of the center of the City; satisfactory performance increases awarded annually until reaching top of pay range; Department issued sidearm; uniform replacement when damaged; free counseling and psychological assistance; the opportunity to work in a progressive, professional Police Department.

**PROMOTIONAL OPPORTUNITIES:**

After three (3) years of continuous service, Officers are eligible for promotional examinations for the rank of Corporal if the current minimal educational requirements are met. After five (5) years of continuous service, Officers meeting the current minimum educational requirements may participate in Sergeant promotional examinations.

**EDUCATIONAL INCENTIVE PAY:**

Individuals completing sixty (60) college hours or having an Associate's Degree which includes six (6) semester hours of English Composition, three (3) semester hours of American History or Political Science, and six (6) semester hours of Sociology, Criminal Justice, Psychology or related course work shall be eligible for educational incentive pay of \$50 per month. Individuals completing 124 hours or having a Bachelor's Degree including forty (40) hours of upper division course work who have completed fifteen (15) hours described above plus an additional three (3) semester hours of American History or Political Science shall be eligible for educational incentive pay of \$100 per month. Individuals having a Graduate degree shall be eligible for educational incentive pay of \$150 dollars per month. All course work must be completed at an appropriately accredited college or university with a cumulative grade point average of at least a "C" or the equivalent. Educational pay is not cumulative; that is, eligible individuals receive either \$50 or \$100 or \$150 per month, as appropriate, not all three.

**LANGUAGE INCENTIVE PAY:**

Individuals who show satisfactory completion of language proficiency reviews/testing as approved by the Chief of Police, may be eligible for a monthly "second language incentive" pay. Second language incentive pay of one hundred dollars (\$100) shall be available for Hispanic, and fifty dollars (\$50) for Vietnamese and Sign Language proficiencies.

FOR FURTHER INFORMATION CONTACT:

THE TESTING COORDINATOR AT (918) 596-7433 OR

THE TULSA POLICE DEPARTMENT RECRUITER AT (918) 591-4506 OR 1-800-688-6848

THE POLICE DEPARTMENT IS ALSO ON THE WEB AT: [www.tulsapolice.org](http://www.tulsapolice.org)

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER