

To: Applicant
From: North Augusta Department of Public Safety
Re: Receipt of your Job Application

The City of North Augusta and North Augusta Department of Public Safety do not discriminate on the basis of race, religion, political affiliation, national origin, sex, age or disability status, and will make all employment decisions in accordance with the law. Job descriptions are based on the essential requirements and functions of the position for which applicant has applied.

With the exception of an arrest resulting in successful completion of pretrial intervention and expungement of the arrest as a result of successful completion, the North Augusta Department of Public Safety requires full disclosure of any and all arrests of an applicant seeking a position with the North Augusta Department of Public Safety, regardless of the disposition or outcome of arrest(s). However, arrest does not prevent or preclude an applicant from being offered employment by the North August Department of Public Safety.

The North Augusta Department of Public Safety has received your application for employment. Applicants who appear to meet the minimum requirements of available jobs may be contacted in order to continue the application process. An applicant is not eligible to apply or be hired for any position with the North Augusta Department of Public Safety if they have been convicted of a crime of moral turpitude, dismissed from any public service position for good cause, or if deception or fraud is noted during the recruitment and selection process. The average duration of the application and selection process is approximately eight (8) to ten (10) weeks.

A law enforcement employee must be honest, reliable, and worthy of public trust. Accordingly, a comprehensive background investigation is conducted on all applicants. The process includes but is not limited to a standardized reading, writing and comprehensive skills test. Additionally, a driving record, criminal history, credit and job record, and personal reference check will be conducted.

If an applicant is offered employment, he or she will be given a physical examination, psychological exam, and drug screening paid for by the City of North Augusta. Employment will be conditioned on the results of the examination and testing. North Augusta Department of Public Safety does not use the polygraph in the hiring process.

Employment as a sworn police officer is conditioned upon acceptance and successful completion of law enforcement training at the South Carolina Criminal Justice Academy. Upon graduation from the academy, police officers must commit to serve at least 2 years with the department. All police officers whose attendance at the academy is sponsored by the department must sign a reimbursement commitment. If an officer fails to honor this commitment, he or she must reimburse the city of training expenses.

We look forward to hearing from you. Please do not hesitate to contact the department at (803)441-4251, if you have questions or concerns in reference to your application or the hiring process.