



City of El Paso

Police Trainee-142nd Academy Class

SALARY	\$24.57 Hourly \$1,965.60 Biweekly \$4,258.80 Monthly \$51,105.60 Annually	LOCATION	Various Locations within the City of El Paso, TX
JOB TYPE	Civil Service	JOB NUMBER	75410-0725
DEPARTMENT	POLICE CADETS	OPENING DATE	07/24/2025
CLOSING DATE	11/18/2025 11:59 PM Mountain	FLSA	Non-Exempt

Requirements

MOS Code: All MOS Codes will be accepted.

Education and Experience: High School Diploma or GED or higher, and six (6) months of general work experience involving public contact; or at least two (2) years of full-time active military service with an honorable discharge.

Licenses and Certificates: Valid Texas Class "C" Driver's License or equivalent from another state by time of application. Basic Peace Officer License issued by the Texas Commission on Law Enforcement (TCOLE) upon completion of training.

Special Requirements: Must be a minimum of twenty-one (21) years of age by the State Basic Peace Officers Examination date. Must be a current U.S. Citizen* (born or naturalized) or Honorably Discharged Legal Permanent Resident. Applicants must reside within the U.S. Meet El Paso Police Department pre-appointment standards including a rigid background investigation, and a comprehensive medical/psychological examination with drug screening. Applicants with prior military service may not currently have a dishonorable discharge or other discharge based on misconduct which bars future military service.

General Purpose

Under immediate supervision, learn general and specific state and local law enforcement policies, tactics and procedures to qualify for certification as a Texas Peace Officer.

Typical Duties

Participate in and complete police academy classroom and designated police command field training. Involves: Attend lectures and demonstrations, engage in practice sessions, read textbooks and instructional manuals, and prepare and submit study assignments about law enforcement, Texas penal and related codes, firearms and other weapons care and

use, marksmanship, department requirements, policies and procedures, traffic laws and control, arrest methods, two-way radio operation, defensive driving, safety and emergency response techniques, accident investigation, ethics, report writing, and community relations principles.

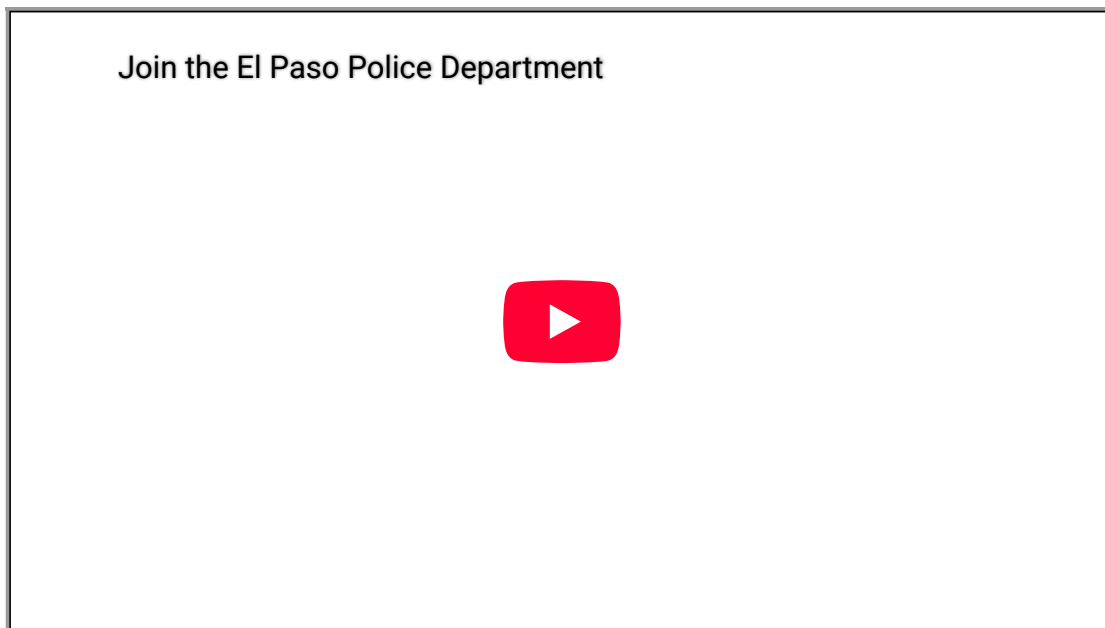
Engage in miscellaneous related public safety activities as required. Involves: Respond to emergency incidents as qualified to perform simple protective services and victim rescue tasks in accordance with specific instructions from the Training Chief. Participate in a rigorous daily physical training program.

General Information

For complete job description, click [here](#).

NOTE: IN ORDER TO RECEIVE IMPORTANT UPDATES ON TESTING DO NOT OPT OUT OF RECEIVING TEXT MESSAGE NOTIFICATIONS WHEN SUBMITTING YOUR APPLICATION.

Salary Range: The salary for this position will be \$23.97 per hour.



You can also check out our website to explore more information about [joining EPPD](#).

Please note: This is a new advertisement for Police Trainee 142nd Academy Class. You must apply if you are still interested in this position.

Written Test Information - To be announced.

Applicants meeting the minimum qualifications will be invited to take the written examination. Those who receive a passing score on the written examination will be invited to attend a Job Simulation. Applicants who successfully achieve a passing score on the written examination and job simulation will be sent a link to turn in their Personal History Statement (PHS).

Candidates placed on the eligible list may not be certified for hire until successful completion of the comprehensive background investigation and oral board panel interview. Candidates must be successful at each stage to move forward through the process. A conditional offer of employment will be given to those selected, pending successful medical/psychological examination and drug screening results.

Note: Applicants are encouraged to apply immediately. This position will close when a preset number of qualified applications have been received.

Please note: Applicants with foreign diploma, transcripts, and degrees must have all documents translated and evaluated by an agency of the National Association of Credential Evaluation Services (NACES) **prior** to submitting them to the Human Resources Department. Please visit www.naces.org/members for more information.

A résumé and/or other documents will not be accepted in lieu of a completed application. Comments such as "See résumé" are not acceptable and will result in the application being considered incomplete.

To qualify for this position, required education, experience, knowledge and skills must be clearly stated on your application's employment history. We do not use any information on your resume to review if you meet the minimum qualifications for this position.

Failure to fully detail all experience and job duties in the application, or copying/pasting directly from the job specification, or responses referring to your résumé will eliminate you from consideration for the position.

Benefits

BENEFITS

LIFE AND HEALTH INSURANCE

The City of El Paso is a self-insured entity with a third-party administrator for Medical and Pharmacy benefits. Basic Life Insurance Coverage is available at no cost to eligible employees. Additional Life Insurance and coverage for your dependents are also available.

Employees can select optional Dental, Vision, and Short Term Disability coverage. Employees also have the option to participate in a Health Savings Account or Flexible Spending Account (healthcare and/or dependent care for daycare expenses). All of these insurance and coverage options can be configured within a month of your new employee orientation date.

An Employee Assistance Program (EAP) with access to mental health sessions, therapy, and more is available at no cost. A trained counselors are also available to help you and your dependents cope with life's stressors so that you can live a happy productive lifestyle.

The City's Wellness Program seeks to promote better health and wellness amongst the workforce through various programs and incentives in which employees may choose to participate in, to include wellness education, fitness tests, biometric screenings, group fitness, health coaching and so much more!

Keep Learning, Growing & Reinventing Yourself! The City of El Paso's Tuition Assistance Program encourages employee personal and professional development by sharing educational costs with those employees who have successfully completed their original probation, and in turn retain a skillful workforce. Each year, employees can obtain Tuition Assistance for Degree, Certifications, Continuing Education, and Books & Equipment.

ELIGIBILITY FOR VACATION LEAVE

All regular employees who are regularly scheduled to work on an average, a minimum of twenty (20) hours per week, who have held a position in the City Service for a period of six months from date of employment, shall be eligible for vacation allowance as hereinafter set forth. Part-time employees shall accrue vacation leave at a pro-rated amount of full-time entitlement based on the number of hours that they are scheduled to work. Employees covered by collective bargaining agreements shall accrue vacation as provided in the applicable agreement.

Regular employees in the City Service shall accrue vacation credit at the following rates per pay period, calculated from the date of employment of each employee:

For 0 - 5 years of service (12 days):

40 hour per week employees - 3.70 hours per biweekly pay period

For >5 to 15 years of service (17 days):

40 hour per week employees - 5.24 hours per biweekly pay period

For >15 or more years of service (20 days):

40 hour per week employees - 6.16 hours per biweekly pay period

SICK LEAVE WITH PAY

Employees shall be entitled to accrue sick leave with pay in accordance with the Rules of the Civil Service Commission.

ACCIDENT WITH PAY LEAVE

The Amended Section 4.4 of the Ordinance shall become effective upon adoption and shall apply to occupational injuries and occupational diseases occurring on and after date of adoption. Occupational injuries and occupational diseases occurring before such date will be governed by the Ordinance in effect at the time of the date of injury or disease.

PREGNANCY LEAVE

A) Pregnancy shall be treated the same as any other temporary physical disability.

B) An employee on pregnancy leave shall use accumulated and unused regular sick leave time and then (unless granted use of special sick leave) shall be on leave without pay, unless the employee chooses to use any accumulated and unused annual leave.

C) An employee going on pregnancy leave shall give written notice to her department head with appropriate medical verification. Before returning to work from pregnancy leave, the individual will provide appropriate medical documentation releasing the employee to return to work, as is required for any individual who has been on leave for a temporary physical disability.

LEGAL HOLIDAYS

The following days are hereby declared legal holidays for all the City departments, provided that the provisions of this section shall not apply to members of the Fire Department whose duties are to prevent or extinguish fires, or to members of the Police Department whose duties are those of law enforcement: (Amended 10/03/95)

1. First day of January (New Year's Day)
2. Third Monday in January (Martin Luther King Holiday)
3. Thirty-first day in March (Cesar Chavez Day)
4. Last Monday in May (Memorial Day)
5. June 19 (Juneteenth)
6. Fourth day of July (Independence Day)
7. First Monday in September (Labor Day)
8. Eleventh Day in November (Veteran's Day)
9. Fourth Thursday in November (Thanksgiving Day)
10. The Friday following the fourth Thursday in November (Day after Thanksgiving)

11. Twenty-fifth Day in December (Christmas Day)

12. Employee's Birthday

In addition to the above days, the following days are also declared to be legal holidays: 1. Any day designated as a holiday by City Council. 2. When any legal holiday falls on a Saturday, the preceding Friday shall be considered a legal holiday. 3. When any legal holiday falls on a Sunday, the following business day shall be considered a legal holiday.

Employer

City of El Paso

Address

300 N. Campbell

El Paso, Texas, 79901

Phone

915-212-0045

Website

<http://www.elpasotexas.gov>

Police Trainee-142nd Academy Class Supplemental Questionnaire

*QUESTION 1

Do you have a High School Diploma, GED, or higher?

- ☐ Yes
- ☐ No

*QUESTION 2

Do you have at least six (6) months of general work experience involving public contact? Note: public contact can be any customer service experience or interacting with the general public as a part of normal work duties.

- ☐ Yes
- ☐ No

*QUESTION 3

Do you have at least two (2) years of full-time active duty military service with an honorable discharge?

- ☐ Yes
- ☐ No

*QUESTION 4

Which of the following applies to you?

- ☐ I am 21 years of age or older.
- ☐ I have not reached my 21st birthday but will be 21 years of age by the time of the State Basic Peace Officers Examination in October 2026.
- ☐ No, I do not meet the age requirement.

*QUESTION 5

Do you have a valid U.S driver's license? If so, what type of driver's license do you have?

- ☐ Texas Class A - CDL or equivalent from another state.
- ☐ Texas Class B - CDL or equivalent from another state.
- ☐ Texas Class C or equivalent from another state.
- ☐ No, I do not have a valid driver's license.

***QUESTION 6**

Are you a current U.S. citizen (born or naturalized) or Honorably Discharged Legal Permanent Resident?

- ☐ Yes, I am a current U.S. citizen (born or naturalized)
- ☐ Yes, I am an Honorably Discharged Legal Permanent Resident
- ☐ No, I am not a U.S. citizen or an Honorably Discharged Legal Permanent Resident

***QUESTION 7**

Do you reside within the U.S.?

- ☐ Yes
- ☐ No

***QUESTION 8**

Have you previously applied for the position of Police Trainee with the El Paso Police Department?

- ☐ Yes
- ☐ No

***QUESTION 9**

If yes, have you failed any of the below components within the last 6 months?

- ☐ Polygraph
- ☐ Psychological
- ☐ Medical
- ☐ Oral Board
- ☐ None of the above

***QUESTION 10**

How did you become aware that we were accepting applications for Police Trainee? CHECK ALL THAT APPLY.

- ☐ EPPD Instagram Posting/Story/Live
- ☐ EPPD Facebook Posting
- ☐ EPPD Recruiting Booth
- ☐ Job/Career Fair
- ☐ EPPD Recruiter/Officer
- ☐ Friend/Relative
- ☐ EPPD "We're Hiring" Poster/Postcard
- ☐ EPPD Cadet Program
- ☐ Electronic Job Interest Card

***QUESTION 11**

Do you currently have a Texas Commission on Law Enforcement (TCOLE) license?

☐ Yes☐ No***QUESTION 12**

Candidates will be evaluated based on the information provided on the application and the completeness of the responses to the Supplemental Questions. The following will disqualify you from moving forward in the recruitment process. -Failure to fully detail all work experience and job duties. -Failure to fully detail all lead, supervisory and managerial experience and duties if required. -Overlapping dates of work experience. -Copying and pasting directly from the job specification. -Responses referring to your résumé.

☐ I acknowledge I have read and understand the above information.***QUESTION 13**

Applicants with foreign diplomas, transcripts and degrees must have all documents translated and evaluated by an agency of the National Association of Credential Evaluation Services (NACES) prior to submitting them to the Human Resources Department. Have you had your diploma, transcripts, degree or other required documents translated and evaluated by an agency of NACES?

☐ Yes, it has been translated and certified and I can provide documentation upon a job offer.☐ No, I have not had my degree translated and certified.☐ N/A - my degree is from an accredited U.S. university or college.

* Required Question