



## **RECRUIT ACADEMY APPLICATION**

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### *Basic Peace Officer Academy*

Odessa College

Law Enforcement Training Academy

201 W. University Blvd., Odessa, Texas 79764

432-335-6314

Applicant Name: \_\_\_\_\_

Reliable Phone: \_\_\_\_\_

Reliable E-Mail: \_\_\_\_\_

# APPLICATION NOTICE

- If any part of the application is **NOT** complete, it may **NOT** be accepted.
- Ensure **ALL** blanks are filled in. If a blank does not apply to you, write “**N/A**” in the blank spaces.
- Be as specific as possible and be sure to disclose any issues (e.g. speeding ticket). Issues will not be an automatic disqualifier, however, failure to disclose issues might be.
- Carefully read all parts of the application and ensure you understand what the section is asking.
- It is your responsibility to contact an academy staff member with any questions you may have.
- Ensure all pages requiring a notary or witness signature are completed.

**I have read this page and I understand I must fully complete the application packet prior to turning it in. I understand that if I do not turn in a completed application packet, I may NOT be considered.**

\_\_\_\_\_  
Students Name (*Print – Last name, then First*)

\_\_\_\_\_  
Received By

# APPLICANT INFORMATION

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
MI

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Place of Birth (City, State)

\_\_\_\_\_  
Social Security #

\_\_\_\_\_  
Home Address

\_\_\_\_\_  
Apt. #

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Current Employer

\_\_\_\_\_  
Address

\_\_\_\_\_  
Type of Work

\_\_\_\_\_  
Title/Position

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
In Case of Emergency Contact #1 Phone #

\_\_\_\_\_  
Additional Phone #

\_\_\_\_\_  
In Case of Emergency Contact #2 Phone #

\_\_\_\_\_  
Additional Phone #

## **Right to Privacy Waiver**

For Authorization of Release of Academic Records and Performance Evaluations.

I authorize Odessa College, the Law Enforcement Training Academy, and staff to release my academic records and performance records to prospective employers, law enforcement agencies, and Odessa College faculty/staff.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
#  
Driver's License State and Number

# AUTHORITY FOR RELEASE OF INFORMATION AND WAIVER FOR BACKGROUND INVESTIGATION

(This waiver shall be valid for 365 days from date of signing by Applicant)

I, \_\_\_\_\_ do hereby authorize a review of and full disclosure of all records concerning myself to any duly-authorized agent of the Odessa College LETA Basic Peace Officer Academy whether the said records are of a public, private, or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of any criminal history through a review of state criminal records and/or Federal Bureau of Investigation files. I also consent to permit access to employment and pre-employment records, including background reports, efficiency ratings, complaints or grievances filed by or against me; and the records and recollections of attorneys at law, or other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had an interest.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for acceptance to the Basic Peace Officer Academy at Odessa College LETA. A conviction will not automatically disqualify an applicant for the academy.

Odessa College LETA will examine an applicant's conviction(s) in light of the type and seriousness of the crime, the frequency of violation(s), the applicant's age at time of conviction(s), the date of conviction(s) or time lapsed since the conviction(s) or completion of jail sentence(s), and the applicant's entire work and educational history. I also certify that any person(s) who may furnish such information concerning me shall not be held legally accountable for giving this information in any way; and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information.

A photocopy of this release form will be valid as an original thereof, even though the said photocopy does not contain an original writing of my signature.

\_\_\_\_\_  
Please print name clearly (including maiden name)

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Gender

\_\_\_\_\_  
Signature (including maiden name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Odessa College is an equal opportunity institution that provides educational and employment opportunities on the basis of merit and without discrimination because of race, color, religion, sex, age, national origin, veteran status, or disability.**

# Waiver of Liability

(Applicant)

THE STATE OF TEXAS

COUNTY OF: \_\_\_\_\_

## KNOW ALL MEN BY THESE PRESENT:

That I, \_\_\_\_\_ as a recruit peace officer candidate associated with the Odessa College Law Enforcement Training Academy and meeting all of the minimum required standards for appointment as a peace officer as prescribed in Article 4413 (29aa) VTCS as amended, dealing with the Texas Commission of Law Enforcement Officer Standards and Education for and in consideration of the privilege of attending peace officer training conducted by Odessa College of Ector County, Texas and recognizing the said training activity involves certain inherent dangers of liability, accident and injury do hereby agree to assume all the risks and liability attendant to such activity and furthermore stipulate that Odessa College is held harmless and is released from any and all liability, claims, suits, demands, or causes of action which may arise from this attendance of the prescribed training programs. It is further stipulated that I have been released from this attendance of the prescribed training programs. I agree that I will either maintain medical injury insurance or that I will pay for my own medical expenses, should I incur such associated with and during any Academy training or activity.

It is further agreed that the execution of this release shall not constitute a waiver by Ector County, Odessa College, or the defense of governmental immunity, where applicable, or any other defense recognized by the Courts of this State.

SIGNED: \_\_\_\_\_

TITLE: RECRUIT

STATE OF TEXAS; COUNTY OF \_\_\_\_\_

BEFORE ME, A NOTARY public in and for \_\_\_\_\_ County, Texas, On this day personally appeared \_\_\_\_\_ acting in his / her capacity as Recruit of Odessa College Law Enforcement Training Academy known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he is authorized and does execute for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, at \_\_\_\_\_, Texas,

This \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

MY COMMISSION EXPIRES: \_\_\_\_\_, 20 \_\_\_\_\_.

NOTARY PUBLIC

\_\_\_\_\_

Signature of Notary



# STATEMENT OF ACADEMY APPLICANT

I, the undersigned, attest that I:

1. Meet the minimum educational requirements for **Peace Officer** by possessing either a:
  - a. high school diploma **or**;
  - b. high school equivalency certificate (GED) **or**;
  - c. received an honorable discharge from the armed forces of the United States after at least 24 months of active duty service.
2. Have never been and am not currently on court-ordered community supervision or probation for any criminal offense above the grade of class B misdemeanor or a class B misdemeanor within the last ten years;
3. Am not currently under indictment for any criminal offense or is not currently charged with any criminal offense for which conviction would be a bar to licensure;
4. Have never been convicted of an offense above the grade of a class B misdemeanor or above;
5. Have never been convicted of ANY family violence offense and I am not prohibited by state or federal law from operating a motor vehicle or possessing a firearm or ammunition;
6. Am physically sound and free from any defect which may adversely affect or limit the performance of duties as a Peace Officer;
7. Am not involved in illegal drug use within the previous 3 years, nor am I drug dependent.

I am aware that this document constitutes a governmental record and knowingly making a false entry or false alteration of a governmental record is a violation of Section 37.10 of the Texas Penal Code.

\_\_\_\_\_  
**Signature of Applicant**

Notary public in and for, the State of Texas My  
commission expires

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Notary Seal or Stamp



\_\_\_\_\_  
**Please print name clearly** (including  
 maiden name )

Sworn to and subscribed before me, this  
\_\_\_\_\_ day of

\_\_\_\_\_  
Printed name of notary

# STUDENT AGREEMENT TO ENROLLMENT STANDARDS

I have read the attached rules (see TX Administrative Code Rule Chapter 217.1 in this document) prescribed by the Texas Commission of Law Enforcement (TCOLE) pertaining to the eligibility requirements for enrollment in a law enforcement training program that provides instruction in defensive tactics, arrest procedures, firearms training, and use of a motor vehicle for law enforcement purposes.

1. I have read and am aware of TCOLE rules regarding entrance standards for enrollment into law enforcement training course and I am in compliance with the rules.
2. I understand that a student cannot be admitted into the Academy unless his/her criminal history returns as acceptable (**Cleared**) according to State Law. A recruit candidate shall not be allowed to start any academy session unless all required paperwork is complete.
3. The Basic Peace Officer Academy is physically demanding and I realize I must engage in all physical activities. I will commit to full participation in the exercises. I am aware that I must score **80%** or above throughout **all** exams in order to remain in the academy. I must demonstrate acceptable proficiency in the following practical applications: mechanics of arrest/defensive tactics, firearms, police driving, and patrol procedures. If I fail **three (3)** major exams (including re-takes), it will make me subject to dismissal.
4. I understand that if I engage in conduct that violates academy and/or college rules, the Law Enforcement Code of Ethics, engage in criminal actions or omissions, am untruthful or dishonest with academy staff, I may be dismissed from the academy in the sole discretion of the Training Coordinator. Any changes to the aforementioned declarations after submission of the application shall be reported to the academy coordinator and may result in my dismissal.
5. I am aware of TCOLE minimum licensing requirements and I am aware that if I do not meet the licensing requirements a license will not be issued to me despite successful completion of the academy. I am also aware that is my obligation and responsibility not to accept a license if I am not eligible to obtain a license.

I, \_\_\_\_\_, understand and agree to and with all of the above conditions and I state that I meet minimum requirements, as established by TCOLE. I further agree to follow all Odessa College guidelines.

Your signature on this document indicates that you have read and understand its content.

\_\_\_\_\_  
Applicant (*printed name*)

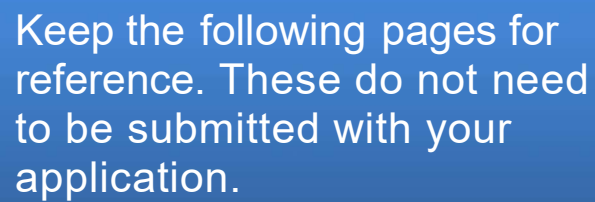
\_\_\_\_\_  
Applicant (signature & date)

\_\_\_\_\_  
Witness (*printed name*)

\_\_\_\_\_  
Witness (signature & date)

# INFORMATION FOR APPLICANT

- **Application Process**
- **Important Information**
- **TCOLE Rules**
- **Advisory Board Interview Tips**



Keep the following pages for reference. These do not need to be submitted with your application.



# BASIC PEACE OFFICER ACADEMY APPLICATION PROCESS

**NOTE:** Each phase must be completed before the applicant is moved to subsequent phases.

## **Phase 1 – Paperwork Phase**

- The following items must be submitted via email or in person.
  - Application Packet
  - Personal History Statement
  - Copy of Birth Certificate (Note: Must be 21 before final day of class.)
  - Copy of Driver's License
  - Copy of High School Diploma or Equivalency Diploma
  - TSI Scores (College readiness entrance test).
    - Call the testing center at 432.335.6620 or schedule an appointment online. <https://www.odessa.edu/current-students/testing/>
    - NOTE: Exempt if you have an associate's degree or have successfully completed English 1302 & 1302
    - Old TSI or similar exam scores will be considered.
  - Copy of any (unofficial) College Transcripts (if attended).
  - Copy of DD-214 Form (If you have previous any military experie3-Year
  - 3 Year Driving History Record (Type 2)
    - <https://txapps.texas.gov/tolapp/txldrctr/TXDPSLicenseeManager>
  - Copy of fingerprinting receipt from Identogo
    - Information to set up the fingerprints.
    - LE 210005
    - Service Code: 11G4J8
    - <https://uenroll.identogo.com/>

## **Phase 2 – Background Check, Physical Exam (L2), and Psychological Exam (L3)**

- Background Check through Complio. <http://odessacompliance.com/>
- Both exams must be by an OCLETA approved provider at the applicant's expense.
  - DOT Physical Medical and non-federal 10-panel Drug Screen.
  - Psychological exam.

## **Phase 3 – Advisory Board Interview**

- Interview with Advisory Board and OCLETA staff.
- Notification of **Accepted**, **Not Accepted**, or **Deferred**.

# IMPORTANT INFORMATION

## Financial Aid

Scholarships and grants are available to qualifying students. For continuing education scholarships contact the Continuing Education office at (432) 335-6580. For other scholarships, such as the Pell Grant or Veteran's Benefits, contact the Financial Aid office at (432) 335-6429. It is important to begin the financial aid applications as soon as possible. Processing times can be lengthy.

## Payment Plans

Payment plans can also be set up through the Continuing Education office after acceptance into the academy. Payment plans are treated as a last resort. Our Continuing Education and Financial Aid offices will work diligently to ensure all students receive any and all funds they qualify for.

## Books

- **Required Books:**

- *Criminal Procedure for Law and Justice Professionals - 19th Edition*

by: Larry E. Holtz

\$90.00

ISBN 10: 1641308273

ISBN 13: 978-1-62739-459-8

<https://www.blue360media.com/catalog/product/view/id/3211/s/criminal-procedure-for-law-enforcement-and-criminal-justice-professionals-18th-edition-pre-order/category/2/>

- *Texas Criminal and Traffic Law Field Guide 2021-2022 Edition*

by Blue Media

\$39.00

ISBN: 978-1-63729-091-0

<https://www.blue360media.com/texas-criminal-and-traffic-law-field-guide-3.html>

- **Optional Books:**

- *Texas Criminal and Traffic Law Manual Judicial Edition 2021-2022 Edition*

by Blue Media

\$72.00

ISBN 10: 1637291485

ISBN 13: 978-1637291481

<https://www.blue360media.com/texas-criminal-and-traffic-law-manual-2021-2022-edition.html>

## Medical (L2) and Psychological (L3) Information

For "**Hired**" recruits, Odessa College Law Enforcement Training Academy may, in the sole discretion of the Training Coordinator accept the physician and psychologist/ psychiatrist designated and approved by that police agency. An additional form is required to be filled out by your department.

For "**Independent**", self-sponsored cadets, Odessa College Law Enforcement Training Academy accepts medical/drug screens and psychological reports from approved providers.

# TCOLE ENROLLMENT RULES

## TEXAS Chapter 217: Enrollment, Licensing, Appointment, and Separation

### §217.1. Minimum Standards for Enrollment and Initial Licensure.

- a) In order for an individual to enroll in any basic licensing course the provider must have on file documentation, acceptable to the Commission, that the individual meets eligibility for licensure.
- b) The commission shall issue a license to an applicant who meets the following standards:
  1. minimum age requirement:
    - A. for peace officers and public security officers, is 21 years of age; or 18 years of age if the applicant has received:
      - i. an associate's degree; or 60 semester hours of credit from an accredited college or university; or
      - ii. has received an honorable discharge from the armed forces of the United States after at least two years of active service;
    - B. for jailers and telecommunicators is 18 years of age;
  2. minimum educational requirements:
    - A. has passed a general educational development (GED) test indicating high school graduation level;
    - B. holds a high school diploma; or
    - C. for enrollment purposes in a basic peace officer academy only, has an honorable discharge from the armed forces of the United States after at least 24 months of active duty service.
  3. is fingerprinted and is subjected to a search of local, state and U.S. national records and fingerprint files to disclose any criminal record;
  4. has never been on court-ordered community supervision or probation for any criminal offense above the grade of Class B misdemeanor or a Class B misdemeanor within the last ten years from the date of the court order;
  5. is not currently charged with any criminal offense for which conviction would be a bar to licensure;
  6. has never been convicted of an offense above the grade of a Class B misdemeanor or a Class B misdemeanor within the last ten years;
  7. has never been convicted or placed on community supervision in any court of an offense involving family violence as defined under Chapter 71, Texas Family Code;
  8. for peace officers, is not prohibited by state or federal law from operating a motor vehicle;
  9. for peace officers, is not prohibited by state or federal law from possessing firearms or ammunition;
  10. has been subjected to a background investigation completed by the enrolling or appointing entity into the applicant's personal history. A background investigation shall include, at a minimum, the following:
    - A. An enrolling entity shall:
      - i. require completion of the Commission-approved personal history statement;
      - ii. verify that the applicant meets each individual requirement for licensure under this rule based on the personal history statement and any other information known to the enrolling entity; and

- iii. contact all previous enrolling entities.
  - B. In addition to subparagraph (A) of this paragraph, a law enforcement agency or law enforcement agency academy shall:
    - i. require completion of a personal history statement that meets or exceeds the Commission-approved personal history statement;
    - ii. contact at least three personal references;
    - iii. contact all employers for at least the last ten years, if applicable;
    - iv. contact the chief administrator or the chief administrator's designee at each of the applicant's previous law enforcement employers; and
    - v. complete criminal history and driving records checks.
11. examined by a physician, selected by the appointing or employing agency, who is licensed by the Texas Medical Board. The physician must be familiar with the duties appropriate to the type of license sought and appointment to be made. The appointee must be declared by that professional, on a form prescribed by the commission, within 180 days before the date of appointment by the agency to be:
- A. physically sound and free from any defect which may adversely affect the performance of duty appropriate to the type of license sought;
  - B. show no trace of drug dependency or illegal drug use after a blood test or other medical test; and
  - C. for the purpose of meeting the requirements for initial licensure, an individual's satisfactory medical exam that is conducted as a requirement of a basic licensing course may remain valid for 180 days from the individual's date of graduation from that academy, if accepted by the appointing agency;
12. examined by a psychologist, selected by the appointing, employing agency, or the academy, who is licensed by the Texas State Board of Examiners of Psychologists. This examination may also be conducted by a psychiatrist licensed by the Texas Medical Board. The psychologist or psychiatrist must be familiar with the duties appropriate to the type of license sought. The individual must be declared by that professional, on a form prescribed by the commission, to be in satisfactory psychological and emotional health to serve as the type of officer for which the license is sought. The examination must be conducted pursuant to professionally recognized standards and methods. The examination process must consist of a review of a job description for the position sought; review of any personal history statements; review of any background documents; at least two instruments, one which measures personality traits and one which measures psychopathology; and a face to face interview conducted after the instruments have been scored. The appointee must be declared by that professional, on a form prescribed by the commission, within 180 days before the date of the appointment by the agency;
- A. the commission may allow for exceptional circumstances where a licensed physician performs the evaluation of psychological and emotional health. This requires the appointing agency to request in writing and receive approval from the commission, prior to the evaluation being completed; or
  - B. the examination may be conducted by qualified persons identified by Texas Occupations Code § 501.004. This requires the appointing agency to request in writing and receive approval from the commission, prior to the evaluation being completed; and
  - C. for the purpose of meeting the requirements for initial licensure, an

individual's satisfactory psychological exam that is conducted as a requirement of a basic licensing course may remain valid for 180 days from the individual's date of graduation from that academy, if accepted by the appointing agency;

13. has never received a dishonorable discharge;
  14. has not had a commission license denied by final order or revoked;
  15. is not currently on suspension, or does not have a surrender of license currently in effect;
  16. meets the minimum training standards and passes the commission licensing examination for each license sought;
  17. is a U.S. citizen.
- c) For the purposes of this section, the commission will construe any court-ordered community supervision, probation or conviction for a criminal offense to be its closest equivalent under the Texas Penal Code classification of offenses if the offense arose from:
1. another penal provision of Texas law; or
  2. a penal provision of any other state, federal, military or foreign jurisdiction.
- d) A classification of an offense as a felony at the time of conviction will never be changed because Texas law has changed or because the offense would not be a felony under current Texas laws.
- e) A person must meet the training and examination requirements:
1. training for the peace officer license consists of:
    - A. the current basic peace officer course(s);
    - B. a commission recognized, POST developed, basic law enforcement training course, to include:
      - i. out of state licensure or certification; and
      - ii. submission of the current eligibility application and fee; or
    - C. a commission approved academic alternative program, taken through a licensed academic alternative provider and at least an associate's degree.
  2. training for the jailer license consists of the current basic county corrections course(s) or training recognized under Texas Occupations Code §1701.310;
  3. training for the public security officer license consists of the current basic peace officer course(s);
  4. training for telecommunicator license consists of telecommunicator course; and
  5. passing any examination required for the license sought while the exam approval remains valid.
- f) The commission may issue a provisional license, consistent with Texas Occupations Code §1701.311, to an agency for a person to be appointed by that agency. An agency must submit all required applications currently prescribed by the commission and all required fees before the individual is appointed. Upon the approval of the application, the commission will issue a provisional license. A provisional license is issued in the name of the applicant; however, it is issued to and shall remain in the possession of the agency. Such a license may neither be transferred by the applicant to another agency, nor transferred by the agency to another applicant. A provisional license may not be reissued and expires:
1. 12 months from the original appointment date;
  2. on leaving the appointing agency; or
  3. on failure to comply with the terms stipulated in the provisional license approval.
- g) The commission may issue a temporary jailer license, consistent with Texas Occupations

Code §1701.310. A jailer appointed on a temporary basis shall be enrolled in a basic jailer licensing course on or before the 90th day after their temporary appointment. An agency must submit all required applications currently prescribed by the commission and all required fees before the individual is appointed. Upon the approval of the application, the commission will issue a temporary jailer license. A temporary jailer license may not be renewed and expires:

1. 12 months from the original appointment date; or
2. on completion of training and passing of the jailer licensing examination.

h) The commission may issue a temporary telecommunicator license, consistent with Texas Occupations Code §1701.405. An agency must submit all required applications currently prescribed by the commission and all required fees before the individual is appointed. Upon the approval of the application, the commission will issue a temporary telecommunicator license. A temporary telecommunicator license expires:

1. 12 months from the original appointment date; or
2. on completion of training and passing of the telecommunicator licensing examination.

On expiration of a temporary license, a person is not eligible for a new temporary telecommunicator license for one year.

- i) A person who fails to comply with the standards set forth in this section shall not accept the issuance of a license and shall not accept any appointment. If an application for licensure is found to be false or untrue, it is subject to cancellation or recall.
- j) The effective date of this section is February 1, 2020.1

# INTERVIEW PREPARATION INFORMATION

## PREPARING YOURSELF FOR THE POLICE ACADEMY INTERVIEW PROCESS

1. Always thoroughly prepare for EVERY aspect of a selection process. This includes the initial testing process, interviews, background investigation, etc. Be a standout from the group for the right reason. A narrow margin separates candidates and being prepared can make the difference between a successful and an unsuccessful candidate. You may not be the BEST candidate, but you can be the BEST PREPARED candidate which may earn you what it is that you seek.
2. Oral and written communication skills are critical in police work; these are emphasized in the testing process. Make eye contact with interviewers and practice concise, confident, clearly spoken answers. Eliminate distracting verbal and physical mannerisms. Communication skills and the ability to establish rapport with an interviewer can be developed through practice.
3. You must **read and follow all instructions**. The ability to comprehend and follow instructions is a part of the selection process for candidates. Application and background forms must contain ALL required information. Failure to follow written or verbal instructions reflects poorly on the candidate and may result in removal from the selection process. It is difficult to discern between an inability to understand, laziness, and dishonesty. Police work demands rigorous and absolute attention to detail and thoroughness. Sloppy, incomplete, and error-filled paperwork demonstrates the candidate lacks a professional attitude.
4. Applicants should have knowledge of the duties and demands of the profession. It is a good idea to review local police agencies, talk to the agencies' employees and friends in the profession, as well as request to do a ride-a-long. The police academy wants an applicant that is serious about wanting to do the job, and by learning about the profession and local police agencies an applicant demonstrates a desire for the career.
5. Arrive at ALL appointments **early**. Excuses are not accepted for being late. Anticipate possible causes for delay. Arriving late affects the entire schedule and demonstrates poor time management on the part of the candidate.
6. Dress professionally and conservatively during any interview, preferably in a conservative business suit or professional attire (e.g. shirt, tie and dress slacks for men, business suit, or a conservative dress for women). Interviewers expect professional, conservative dress and grooming.
7. Truthfulness in all areas of the hiring process. Ensure you are **completely truthful** in answering any question asked. **Untruthfulness in any way** will result in **disqualification**. Being deceptive is one of the main reasons applicants are eliminated from the selection process! Integrity is the cornerstone of police work. The community deserves police officers they can trust.
8. Demonstrate sincerity, openness, integrity, and conviction. People can tell when you are not being yourself! Stay away from canned responses or made-up answers that are not you.
9. Know why you want to be a Police Officer, and how your background, skills, and aptitude indicate success in doing the job. Police Departments want to know your capability and potential in doing the job well.
10. Listen during the interview process. Listen to the questions asked and think before you respond. Formulate a thoughtful, concise answer. Being a good listener is a valuable skill in Police work.