

Frequently Asked Questions - Sheriff's Office Continuous Recruitments

1. When will I hear back about an application I submitted?

Please refer to the job posting. In the 'Introduction' or 'Position Information' section of the job posting the recruitment dates are listed. Applicants will receive an email updating them on their status in the recruitment approximately two weeks after the listed cut-off date.

2. Can I transfer my written exam scores from another agency?

Applicants may transfer scores from another agency as long as it is within the allotted timeframe for the specific exam. To transfer scores, please attach the official score report to your application materials or send a copy of your official score report on agency letterhead to PCHRDSRFRecruit@Placer.ca.gov.

Deputy Sheriff – PELLETB

Applicants who have already taken the POST PELLETB exam within twelve (12) months of their scheduled testing date may email their official score report notice (including agency name, exam name, exam date, and exam scores) to forward their scores to Placer County. Different agencies use different cutoff scores for the PELLETB exam. Therefore, it is possible for an applicant to pass the exam with one agency and fail it with another using the same score.

NOTE: Per California POST, applicants may not take the PELLETB exam more than once within a thirty (30) day calendar period. Applicants who have already taken the PELLETB exam within 30 days of a Placer County exam administration will not be permitted to test again.

Correctional Officer – BSCC

Applicants who have already taken the BSCC Selection Exam for Local Corrections within twelve (12) months of their scheduled testing date may email a copy of their official score report notice (including agency name, exam name, exam date, and exam scores) to forward their scores to Placer County. Different agencies use different cutoff scores for the BSCC exam. Therefore, it is possible for an applicant to pass the exam with one agency and fail it with another using the same score.

Public Safety Dispatcher

Applicants who have already taken the POST Entry-Level Dispatcher Selection Test Battery within six (6) months of their scheduled testing date may email a copy of their official score report notice (including agency name, exam name, exam date, and exam scores) to have their scores applied to Placer County. Different agencies use different cutoff scores for the Public Safety Dispatcher exam. Therefore, it is possible for an applicant to pass the exam with one agency and fail it with another using the same score.

NOTE: Per California POST, applicants may not take this exam more than once within a thirty (30) day calendar period. Applicants who have already taken this exam within 30 days of the Placer County exam administration will not be permitted to test again.

3. How long will it take for me to be hired?

The recruitment process varies for each recruitment and applicant. Please refer to question #4 below for an outline of the recruitment process for the recruitment you are interested in.

4. What does the recruitment process look like?

Correctional Officer – I

- Submit an application through the Placer County website: <https://www.jobapscloud.com/Placer/>
- Human Resources will screen your application materials to determine if you meet the minimum qualifications. You will be sent a notice of the outcome following the cut-off date listed in the job posting.
- If you are determined to meet the minimum qualifications, you will be invited to complete the BSCC written examination (see question #1 above to determine when you will be notified of the examination date if you are determined to meet the minimum qualifications).
- If you receive a passing score on the examination, you will be added to the [eligible list](#) for the recruitment and your application will be certified to the Placer County Sheriff's Office for review, as long as your application materials meet the vacancy criteria.

The following steps are managed by the Placer County Sheriff's Office. The Sheriff's Office will contact you directly regarding how and when to complete the following steps:

- Submit the Pre-Interview Screening Questionnaire
- Attend the Q&A Session
- Complete the Physical Agility Test

If you receive a passing score on the physical agility test you will be referred to the following steps:

- Oral Board Interview
- Undersheriff Interview
- Background Investigation
- Psychological Evaluation
- Medical Evaluation
- Scheduling a Start Date

Deputy Sheriff - Trainee:

- Submit an application through the Placer County website: <https://www.jobapscloud.com/Placer/>
- Human Resources will screen your application materials to determine if you meet the minimum qualifications. You will be sent a notice of the outcome following the cut-off date listed in the job posting.
- If you are determined to meet the minimum qualifications, you will be invited to complete the Complete PELLETB written examination (see question #1 above to determine when you will be notified of the examination date if you are determined to meet the minimum qualifications)

- If you receive a passing score on the examination, you will be added to the [eligible list](#) for the recruitment and your application will be certified to the Placer County Sheriff's Office for review, as long as your application materials meet the vacancy criteria.

The following steps are managed by the Placer County Sheriff's Office. The Sheriff's Office will contact you directly regarding how and when to complete the following steps:

- Submit the Pre-Interview Screening Questionnaire
- Attend the Q&A Session
- Complete the Physical Agility Test

If you receive a passing score on the physical agility test you will be referred to the following steps:

- Oral Board Interview
- Undersheriff Interview
- Background Investigation
- Psychological Evaluation
- Medical Evaluation
- Scheduling a Start Date & assignment to an academy

Deputy Sheriff - I:

- Submit an application through the Placer County website: <https://www.jobapscloud.com/Placer/>
- Human Resources will screen your application materials to determine if you meet the minimum qualifications. You will be sent a notice of the outcome following the cut-off date listed in the job posting.
- If you are determined to meet the minimum qualifications, you will be invited to complete the Complete PELLETB written examination (see question #1 above to determine when you will be notified of the examination date if you are determined to meet the minimum qualifications).
- If you receive a passing score on the examination, you will be added to the [eligible list](#) for the recruitment and your application will be certified to the Placer County Sheriff's Office for review, as long as your application materials meet the vacancy criteria.

The following steps are managed by the Placer County Sheriff's Office. The Sheriff's Office will contact you directly regarding how and when to complete the following steps:

- Submit the Pre-Interview Screening Questionnaire
- Attend the Q&A Session
- Complete the Physical Agility Test

If you receive a passing score on the physical agility test you will be referred to the following steps:

- Oral Board Interview
- Undersheriff Interview
- Background Investigation
- Psychological Evaluation

- Medical Evaluation
- Scheduling a Start Date

Public Safety Dispatcher – I

- Submit an application through the Placer County website: <https://www.jobapscloud.com/Placer/>
- Human Resources will screen your application materials to determine if you meet the minimum qualifications. You will be sent a notice of the outcome following the cut-off date listed in the job posting.
- If you are determined to meet the minimum qualifications, you will be invited to complete the Complete PELLETB written examination, (see question #1 above to determine when you will be notified of the examination date if you are determined to meet the minimum qualifications)
- If you receive a passing score on the examination, you will be added to the [eligible list](#) for the recruitment and your application will be certified to the Placer County Sheriff's Office for review, as long as your application materials meet the vacancy criteria.

The following steps are managed by the Placer County Sheriff's Office. The Sheriff's Office will contact you directly regarding how and when to complete the following steps:

- Submit the Pre-Interview Questionnaire
- Complete Agency-Level CritiCall Testing

If you receive a passing score on the CritiCall test you will be referred to the following steps:

- Attend Orientation and Interview
- Conditional Job Offer
- Background Investigation
- Psychological Evaluation
- Medical Evaluation
- Scheduling a Start Date

5. Where can I find study materials for the exam?

Administrative Legal Clerk

No specific study materials are available. The online examination may include multiple choice, true/false, fill-in, matching, and/or essay-type questions directly related to the required knowledge and abilities as indicated in the job description for the classification.

Correctional Officer – BSCC

For information and additional resources, please visit the California Board of State and Community Corrections website: <https://www.bscc.ca.gov/wp-content/uploads/COB.pdf>

Deputy Sheriff – PELLETB

Information and additional resources on this exam can be found on the POST website:
<https://post.ca.gov/LE-Entry-Level-Test-Battery-Applicant-FAQs>

Public Safety Dispatcher

Information and additional resources on this exam can be found on the POST website:
<https://post.ca.gov/Public-Safety-Dispatcher-Entry-Level-Test-Battery-Applicant-FAQs>

6. When will I receive my exam results?

Your exam results will be provided to you no later than 30 days after the exam date. We try to return scores as soon as we receive the results; you may receive your score sooner than 30 days. If you have not received an email with your score from Placer County Human Resources within 30 days, contact us directly: PCHRDSRFRecruit@Placer.ca.gov. Your scores will be sent via email.

7. Where can I find information about the physical agility exam?

Correctional Officer

Information regarding this test can be found here on the Placer County Sheriff's website under 'Before/After the Exam': <https://www.placer.ca.gov/7908/Correctional-Officer>

Deputy Sheriff

Information regarding this test can be found on the Placer County Sheriff's website under 'Before/After the Exam': <https://www.placer.ca.gov/7894/Deputy>

8. I applied to a recruitment earlier in the year and missed the exam date, how do I reapply?

Please email PCHRDSRFRecruit@Placer.ca.gov

9. I was placed on the eligible list but was not selected for employment. How long will I stay on the eligible list?

Eligible lists usually remain in effect for a minimum of six months and may be extended for up to two years. You will be notified by email at the address indicated on your application when this eligible list expires. If you are still interested in being considered for employment following the expiration of the eligible list, you will need to apply to the next available recruitment.

10. I have a question that is not addressed in this document.

Please email PCHRDSRFRecruit@Placer.ca.gov with additional questions.

What is an Eligible List?

Eligible lists include the names of all candidates successfully passing the examination. Candidates are placed on the eligible list in descending order of rank. Candidates achieving the same whole percentage score are placed in the same rank; therefore, there may be multiple candidates in each rank (example: five candidates received a score of 100%, so all five are in rank #1).

When a position becomes available in a County department, the Human Resources Department provides the hiring department with a certified eligible list of all candidates in the top five ranks who meet the current vacancy criteria. Vacancy criteria may include the type of recruitment (permanent, part time, extra help), employment location, shifts, language, and department. As candidates are hired from the eligible list, candidates in lower ranks may become eligible for referral to a department if the upper ranks are cleared (example: two candidates are in rank #1 and both are hired; when another position becomes available, a hiring department would now receive the names of all candidates in ranks 2 through 6).

Eligible lists usually remain in effect for a minimum of six months and may be extended for up to two years. You will be notified by email at the address indicated on your application when this eligible list expires.