



Hiring Process Informational Booklet

Phoenix Police Department - Police Officer

Employment Services Unit – Rev 9/2025



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DUTIES & RESPONSIBILITIES

Applicants must be capable of performing the essential job functions of a Police Officer equally, with each member of the community. All steps of the hiring process are designed to measure the applicant's ability to perform these functions.



OVERVIEW OF DUTIES

- Investigate criminal and suspicious activity.
- Respond to calls for service (as directed by a dispatcher/supervisor).
- Patrol the area of responsibility to suppress crime.
- Protect life and property.
- Apprehend and arrest violators of criminal and traffic laws.

EMPLOYMENT QUALIFICATIONS & REQUIREMENTS

MINIMUM REQUIREMENTS

Applicants must meet all minimum qualifications to be an eligible candidate for the Police Officer position ([Requirements](#)). Applicants will be disqualified if they do not meet these requirements:

- Applicants must meet all standards set by Arizona Peace Officer Standards & Training (AZPOST), the governing agency for all peace officers in the State of Arizona ([AZPOST Standards](#)).
- Be at least 20.5 years of age at the time of application; 21 years of age before completion of the Academy.
- Be a United States citizen.
- Must successfully complete a medical exam to AZPOST standards.
- Have not been dishonorably discharged from the United States Armed Forces.
- Within the last 36 months:
 - Have fewer than eight driving violation points.
 - Have no convictions for DUI.
- An applicant must possess a valid driver's license that has not been canceled, refused, suspended, or revoked for a moving violation within the past 36 months.
- Must meet Arizona Peace Officers Standards and Training Board (AZPOST) drug standards.
- An applicant cannot have a felony conviction or legal impediments (excluding drugs); misdemeanor arrests are discretionary
- Three positive personal references

- Applicants must be of good moral character, as required by the City of Phoenix Mission, Vision, and Values ([City of Phoenix Mission, Vision, and Values](#)). In reviewing the applicant's character and background, the Employment Services Unit will consider the standards of ethical conduct, integrity, and honesty that shall guide the behavior of a member of the Phoenix Police Department.
- Must have a high school diploma, homeschool diploma, or GED equivalency
- Must complete a polygraph examination
- Must complete a psychological evaluation

SALARY & BENEFITS

SALARY



Police Recruits: A recruit's starting salary is \$33.72 per hour (\$70,138 annually) and increases to \$35.75 per hour (\$74,360) after academy graduation, with annual raises up to \$51.84 per hour (\$107,827 annually). This pay rate does not include other additional benefits such as overtime, weekend differential pay, night differential pay, or language pay.

Lateral Officers: Salary is based on years of service. In-state lateral officers must have a minimum of three years of service to be eligible. Out of state laterals must have a minimum of one year of service to be eligible.

Hiring Incentive: Both lateral officers and police recruits receive a \$7,500 hiring incentive. Recruits' incentive is paid in three parts: \$2,500 when hired, \$2,500 upon academy graduation, and \$2,500 after completing the first year as a sworn police officer. Lateral officers receive \$3,750 upon swearing in as a Phoenix Police Officer and \$3,750 upon successful completion of the probationary period.

Moving Incentive: The City of Phoenix does not currently provide a moving incentive.

BENEFITS

- Paid sick and vacation leave
- Medical and dental insurance
- Free parental leave time after childbirth or adoption
- Tuition reimbursement up to \$6,500 per year
- Yearly uniform allowance
- Pension plans to choose from
- Additional sign language and bilingual pay for certified languages
- 24/7 support for officers and their families from the Employment Assistance Unit (EAU)
- Union access to the Phoenix Law Enforcement Association (PLEA)

HIRING PROCESS

STEP 1: INITIAL APPLICATION (online)

All applicants must initially apply on the City of Phoenix website to be added to the eligibility list for “Police Recruit” or “Lateral Police Officer” ([Apply Now - JOINPHXPD](#)). This is a short application process, and the applicant’s information will be automatically forwarded to the Phoenix Police Department. Applicants, please enter the name and employee identification number (EID) of any city employee who referred you on this initial application.

STEP 2: eSOPH BACKGROUND PACKET (online)

Within a week after completing step 1, applicants will receive a link to our electronic background system, eSOPH (please check your spam mailbox). Once the applicant creates their profile, they must read and follow all instructions carefully to complete the background process and submit the required information. This is an extensive background evaluation, and the applicant’s background history will have to be provided through several questionnaires that cover personal, driving, work experience, military, drug and alcohol use history, as well as personal and professional references. Failure to complete the packet correctly or intentionally leaving information out of the packet may cause disqualification from the process. The length of this process is based completely on the time it takes each applicant to complete the forms.

***Please do not assume a specific background concern will disqualify an applicant from our process. If an applicant meets the AZPOST requirements, we encourage all applicants to submit a background packet and allow us to make that determination.**

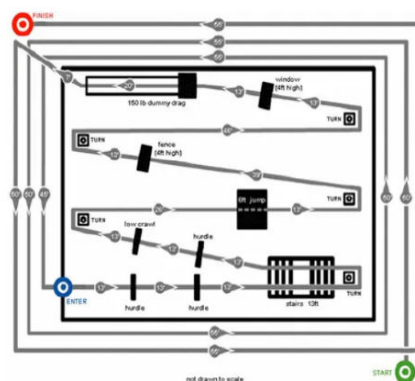
STEP 3: AZPOST PERSONAL HISTORY (PH) FORM (online)

After applicants complete their eSOPH background packet, a similar PH form must be completed for AZPOST; this is a state requirement. Applicants are encouraged to save their eSOPH answers as they complete them in step 2; the answers must match their AZPOST PH form. We cannot provide applicants with a copy of their eSOPH background packet. After completing the AZPOST PH form, applicants will be asked if they want to share the form with a hiring agency. Please select the Phoenix Police Department.

STEP 4: PHYSICAL AGILITY TEST (PAT) (in-person)

The Phoenix Police Department is currently transitioning from the Peace Officer Physical Aptitude Test ([POPAT](#)) to the PAT, which will be in effect no later than January 2026. Below is information and an example of the PAT assessment. More information will be released on our website as it becomes available.

The PAT assessment simulates an officer pursuing a suspect. It is a timed course, and all applicants will have 2 minutes and 6 seconds to complete the course. This course will test the applicants' ability to jump over obstacles, go up and down the stairs, enter through windows, jump over a four-foot fence, go under an obstacle, and pull a victim to safety.



Course Description:

The course measures a total of 870 feet (290 yards/ 265.2 meters). The course consists of a series of nine interspersed individual tasks, arranged in a continuous format that are viewed as being essential (physical) job-tasks for law enforcement training:

- running;
- jumping (low hurdle);
- climbing stairs;
- low crawling;
- jumping (broad-type);
- climbing a fence (chain-link/four feet);
- climbing through a window;
- moving/dragging a weight (150 pounds);
- changing direction on the run.

The trainee starts the course at a point, indicated in green on the course map.

STEP 5: BACKGROUND INTERVIEW (in-person)

After the applicant's background packet has been fully reviewed and assessed, they will be scheduled for an in-person interview at Phoenix Police Headquarters. Please dress in professional business attire. If an applicant remembers any additional information after completing the background packet, this is the time to discuss the new information with their background investigator. This interview will last approximately four hours.

STEP 6: POLYGRAPH (in-person)

Applicants will undergo a polygraph examination to verify the background information they provided. This portion of the process is meant to evaluate the applicant's truthfulness regarding

his/her background packet. We must hire applicants with the highest level of integrity. Our Polygraph Unit is comprised of highly experienced polygraphers who take pride in helping candidates pass the polygraph process.

Please dress comfortably in business casual attire for this process. The polygraph process will last approximately four hours. Please plan accordingly.

STEP 7: MEDICAL & PSYCHOLOGICAL EXAM (in-person)

Applicants will be scheduled for a medical and/or psychological evaluation. The order of this process does not matter, and it is simply based on scheduling availability. These exams take place at various locations and online. Please dress in business casual for the psychological exam and in workout attire for the medical portion.

STEP 8: CONTROLLED SUBSTANCE SCREENING (in-person)

All applicants must pass a controlled substance screening before being hired.

TRAVEL FOR TESTING PROCESS

The Phoenix Police Department welcomes qualified applicants nationwide. If an applicant is applying from outside the State of Arizona, applicants should not make any travel arrangements until after they speak with their background investigator. To reduce the financial burden on our out-of-state applicants, we make every attempt to accommodate the background interview, physical agility test, medical exam, and psychological test in one trip. This is not always possible due to scheduling conflicts, but every effort will be made to accommodate their visit.

The City of Phoenix does not reimburse travel expenses during the testing process.

SUCCESS WITH EFFORT AND TRAINING (SWET)

The SWET program is a Phoenix Police Department workout program designed to help candidates prepare for the POPAT/PAT and the physical fitness program of the academy. Our Recruiting Unit hosts the workout sessions multiple times per week to assist applicants. After completing a 1-to-2-hour workout session, applicants will be given the opportunity to practice on the actual POPAT/PAT course to test their ability. This is also a great chance to have applicants' questions answered by our recruiting team. If an applicant wants to join a SWET session, simply sign up at [SWET!](#)

The SWET program has produced many successful candidates who have graduated from the academy and are current Phoenix Police Officers. Ready to join?



PHOENIX POLICE ACADEMY

Applicants who successfully complete the hiring process and meet Phoenix Police standards will be sent to the academy for Police Recruit training. Phoenix Police currently offers academy classes every six weeks, or eight academy classes per year. Participation in every portion of the academy is mandatory.

Due to the training requirements during the academy and AZPOST standards, taking time off during the academy is not permitted.



OVERVIEW

- The academy includes a two-week pre-academy to prepare recruits for the academy experience
- The actual academy is twenty-six weeks long (may vary slightly during holidays)
- Recruits will receive academic, skills-based, and physical fitness training
- Recruits will return home after each day of training
- Academy training is based on a 4/10 workweek schedule
- Recruits must maintain clean and professional uniforms; inspections are routine
- Most training occurs during normal daytime hours, with some night sessions



CURRICULUM

Recruits will be trained in many areas of law enforcement during their academy training. During each portion of the academy, recruits will be tested with pass/fail exams for academics, firearms, and physical fitness. The academy places a heavy emphasis on scenario-based training, with over 180 hours of scenarios and debriefings.

The academy is divided into three modules. At the end of each module, recruits must pass an AZPOST-mandated test and scenario-based field problems. A minimum passing score is required, and failing exams can lead to termination. Below applicants will find some of the general training covered during the academy.

- Criminal law
- Civil law
- Patrol procedures and tactics
- First aid and CPR
- Physical Fitness
- Arrest control and self-defense techniques
- Radio codes
- Response to resistance /
Use of force
- Ethics



- Crime scene investigation and interviewing techniques
- Firearms
- Vehicle accident investigations
- Scenario-based exercises
- Emergency vehicle driving procedures
- Report writing

EQUIPMENT & COST

During academy orientation day, two weeks prior to academy, recruits will receive a list of items to purchase. A general list is provided below to give applicants an idea of the upfront cost that they will incur. Please note that, within one month of starting the academy, recruits will receive a uniform allowance of \$1,150 to reimburse the cost of their initial equipment.

All firearms, with weapon-mounted optic, and other related gear are provided by the department.

Required Purchase Items:

- | | |
|-------------------------------------|-------|
| • Shirts | \$76 |
| • Shorts / Belt / Hat | \$190 |
| • BDU Pants | \$140 |
| • Boots / Runners / Wrestling shoes | \$300 |
| • Mouthpiece | \$25 |
| • Water Jug | \$40 |
| • Backpack / Garment Bag | \$60 |
| • Lunch Box | \$20 |
| • Watch | \$30 |
| • Gloves | \$10 |
| • Class Shirt | \$125 |
| • Flashlight | \$100 |

The estimated total amount for the initial purchase is approximately \$1,116. Additional uniforms and ballistic vest will need to be purchased as recruits proceed further into the academy. The Department also provides a \$1,000 reimbursement for recruit's ballistic vest.

WORK SCHEDULE

DURING THE ACADEMY

The Phoenix Police Academy (PPA) is not a live-in academy. Recruits return home daily. The academy generally runs Monday through Thursday, with ten-hour shifts, starting in the early morning hours. Due to training requirements, some training days may start later in the day and end late at night. Recruits follow a 4/10 work schedule (four 10-hour days per week). Additional study time at home is often necessary.

UPON GRADUATION OF THE ACADEMY

After the academy, officers will be assigned to a training precinct to complete a seventeen-week Field Training Officer (FTO) program. During this time, officers will receive real-world hands-on experience, from information learned at the academy, from two Field Training Officers.

Enforcing Arizona's laws in the City of Phoenix is a 24/7 operation. New officers must be able to work day shift (first shift), swing shift (second shift), or night shift (third shift) hours for a ten-hour shift. Officers must also be able to work weekdays and/or weekends. Upon completing FTO, officers will be assigned to one of our seven precincts, with hours generally around 0500-1500 (first shift), 1300-2300 (second shift), or 2100-0700 (third shift).

Precinct assignments after graduation, day off, and hours are based on the needs of the department and seniority. All patrol assignments will remain on a 4/10 schedule.

RECRUITING UNIT CONTACT

If applicants have any additional questions about our application process, please visit our website or contact one of our recruiters via email or by phone. Please allow up to 48 hours (not including weekends) for a response.

Recruiting Unit: Monday – Friday

6:00 A.M. – 4:00 P.M.

joinphxpd@phoenix.gov

JOINPHXPD.com

(602) 534-2677

