



Hiring Process Informational Booklet

Phoenix Police Department - Police Officer

Employment Services Unit – Rev 7/2026



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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 \$34.39 per hour (\$71,540 annually) and increases to \$36.46 per hour (\$75,847) after academy graduation, with annual raises up to \$52.88 per hour (\$109,984 annually). This pay rate does not include other additional benefits such as overtime, weekend differential pay, night differential pay, or language pay.

Lateral/Federal Officers: Salary for both lateral and Federal Officers 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. Federal Officers must apply as a police recruit and attend the Phoenix Police Academy.

Hiring Incentive: Both lateral and police recruit applicants are eligible to 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
- Paid parental leave (up to 480 hours)
- 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
- Additional pay for working nights and/or weekends
- 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](#)). Federal Officers must apply as Police Recruits. This is a short application process, and the applicant’s information will be automatically forwarded to the Phoenix Police Department. Applicants, if you were referred by a City of Phoenix employee, please enter the name and employee identification number (EID) 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.**

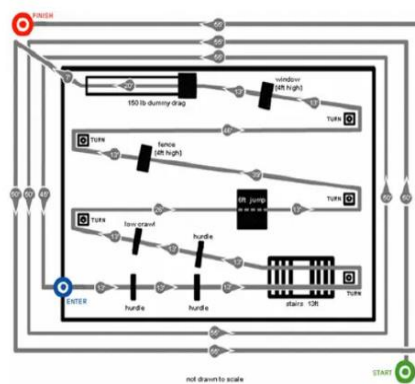
STEP 3: AZPOST PERSONAL HISTORY (PH) FORM (online)

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 ABILITY TEST (PAT) (in-person)

The Phoenix Police Department is currently using the PAT as the physical fitness entry assessment. Below is information and an example of the PAT assessment. Please go to our [PAT Testing](#) page on our website for additional information and an instructional video.

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 may be administered 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.

POLICE HEADQUARTERS (100 W. WASHINGTON ST)

During normal business hours, all applicants must enter the facility through the main entrance, located on the west side of the building, directly across from City Hall. Anyone entering police headquarters must go through a security check. No weapons of any kind are allowed. If you are visiting us before or after business hours, your background investigator will provide you with information on how to enter the building.

For convenience, applicants may use Valley Metro bus or light rail services ([System Map | Valley Metro](#)) to travel to Phoenix Police Headquarters. The building is located on the northwest corner of 1st Avenue and Washington Street, with a light rail stop just a short walk away. Please note that riding the light rail requires a paid fare.

Parking in downtown Phoenix is extremely limited. If you are planning to drive, your background investigator will provide you with additional information on the parking location and a validation sticker. You may also opt to park at a paid parking meter, but you are responsible for any cost.

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 ability 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 applicants prepare for the PAT and the physical fitness requirements of the academy. Our Recruiting Unit hosts workout sessions several times a week to assist applicants. After completing a 1-to-2-hour workout, participants will have the chance to practice on the actual PAT course to assess their skills. This is also a great opportunity for applicants to have their questions answered by our recruiting team. You must be in the hiring process for police recruit to attend.

Register here: [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 Department standards will be sent to the academy for Police Recruit training. The Phoenix Police Academy currently offers academy classes every six to eight 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
- Workouts will include low and high intensity; strength training, running, and a mixture of other fitness activities. A solid fitness foundation is needed to prevent injuries and set yourself up for the greatest chances of success
- 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 a routine part of the academy
- 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
- Employee wellness training / Department support services

FITFORCE PHYSICAL FITNESS ASSESSMENT

During the first week of the academy, all recruits will complete a FitForce physical fitness assessment to evaluate their fitness level. The FitForce test includes an agility run, a 300-meter sprint, a vertical jump, push-ups, sit-ups, and a 1.5-mile run. Near the end of the academy, the FitForce will be administered a second time.

All applicants are encouraged to routinely workout prior to the academy to prepare you for success. Please see attached videos for workout training tips [Academy Training Tip](#).

EQUIPMENT & COST

During academy orientation day, two weeks prior to the academy, recruits will receive a list of items to purchase prior to the start of the academy. 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 prorated uniform allowance to help reimburse initial cost of gear purchase.

Prorated amount is based on when the recruit starts the academy in that fiscal year. August of every year, all recruit/sworn employees will receive a uniform allowance of \$1,150 to help maintain and purchase new uniforms and 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 Recruit's initial investment 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 new 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 FROM 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, days 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

