

Thank you for your interest in employment with the LRPD 911 Communications Center. We are currently accepting applications for a February 2019 Call Taker Academy.

STEP #1 - APPLICATION: Applicants are required to complete an application and all supplemental questions on-line at www.LRJobs.net.

STEP #2 – PRELIMINARY COMPUTERIZED SKILLS ASSESSMENT: All candidates who successfully submit the application and answer all supplemental questions will be sent a link to complete the preliminary computerized skills assessment. The testing contained in the link is a sample of the full computerized skills assessment and may be completed on any personal computer.

STEP #3 – COMPUTERIZED SKILLS ASSESSMENT SCHEDULING: Candidates successfully completing Step 1 and Step 2 will be offered the opportunity to schedule a date on-line for a full computerized skills assessment. Applicants will be sent notification via email or hard copy to self-schedule for the Skills Assessment testing.

STEP #4- STRUCTURED INTERVIEW SCHEDULING: Only individuals who have successfully completed Step 1 through 3 will be eligible to participate in the Structured Interviews. Eligible candidates will be notified electronically to self-schedule on-line for the Structured Interview. Interview times are limited and are available on a first-come first serve basis so all eligible applicants will receive instructions on how to schedule for the interviews at the same time.

STEP #5 – DEPARTMENTAL INTERVIEW: Candidates successfully completing Steps 1 through 4 will be ranked on an Eligibility list based on their Structured Interview and Computerized Assessment Scores for referral to the hiring department. Candidates selected for an interview will be notified electronically to self-schedule on-line for the departmental Interview. Interview times are limited and are available on a first-come first serve basis so all eligible applicants will receive instructions on how to schedule for the interviews at the same time.

STEP # 6 - BACKGROUND INVESTIGATION BOOKLET COMPLETION: Candidates selected by department to continue in the hiring process will be provided the Background Investigation Packet and additional instructions on its completion.

STEP # 7 - OFFER OF EMPLOYMENT AND HIRE: Psychological and drug screen evaluations will be administered only for those candidates who have been offered employment. These evaluations will be conducted at the City's expense. Final hire is contingent upon the results of these screens. An additional behavior profile or personality test MAY BE administered to candidates receiving a conditional offer of employment.