

Selection Process

Phase 1—Physical Agility Test Candidates for police officer positions will be required to complete the timed course approved by the South Carolina Criminal Justice Academy.

Phase 2—Written Examination Candidates for police officer positions will be required to pass the National Police Officer Selection Test (POST), which assesses arithmetic, reading comprehension, grammar and report writing skills.

Phase 3—Interview Panel Candidates will be scheduled for a panel interview with agency personnel.

Phase 4—Background Investigation The applications of those candidates who have completed the first three phases successfully will be forwarded to an Investigator to conduct a background investigation to include credit history.

Phase 5—Polygraph Examination A licensed examiner conducts a polygraph examination and the results are used as an investigative aid.

Phase 6—Formal Interview with Chief of Police Formal Interviews will be scheduled with candidates who have successfully completed the selection process to this point. Candidates who successfully interview with the Chief will be sent for drug testing.

Phase 7—Psychological Testing Candidates for will be tested and evaluated by a licensed psychologist to prepare a personality profile.

Phase 8—Physical Examination The candidate will undergo a medical examination by the physician for the City of Isle of Palms. Candidates who successfully complete Phase 7 and 8 may then receive a conditional offer of employment.

Phase 9—Appointment Once all test results are received the Operations Captain will confirm the offer of employment with the candidate.



Isle of Palms Police Department

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Isle of Palms Police Department



Recruitment and Selection Process Procedures

CALEA Accredited Agency



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Application Process

All persons interested in being considered for employment, whether full-time or part-time with the Isle of Palms Police Department must submit a formal City of Isle of Palms Police Department employment application, which is available at www.iop.net.

Applications are accepted only during periods of job vacancies and are considered active for a period of one year. Provided there has been no disqualification, after one year, reapplication must be made. The Isle of Palms Police Department does not permit reapplication for reasons of disqualifications.

The process shall be consistent with the equal opportunity employment statement in the City of Isle of Palms Employee Handbook.



The hiring process takes approximately forty-five days from date the application process ends. All persons interested in a position with the Isle of Palms Police Department must meet the following minimum qualifications:

1. United States Citizenship—the candidate shall be a citizen of the United States prior to appointment as a police officer.
2. Age—the candidate must be at least 21 years of age at the time of appointment for a police officer or reserve officer. All other positions must be at least 18 years of age.
3. Education—the candidate shall possess a high school diploma or General Equivalency Diploma (GED).
4. Drivers license—the candidate shall possess a valid South Carolina driver's license prior to the hire date.
5. Physical Agility Test—the candidate for police officer positions must complete the timed course that has been approved by the South Carolina Criminal Justice Academy.
6. Written Examination—the candidate for police officer positions must pass a written examination that assesses arithmetic, reading comprehension, grammar, and report writing.
7. Background check—the candidate must pass a thorough and extensive background check that will include a credit history check for potential employees.
8. Criminal History—the candidate shall not have been convicted of any felony. The candidate shall not have been convicted of any misdemeanor that required a jail sentence or involved moral turpitude.
9. Physical Examination—the candidate shall be physically capable of performing the duties and responsibilities of a police officer, with or without accommodation as determined by the physician for the City of Isle of Palms.

The following areas will be reviewed and taken into consideration in the selection process:

1. Drug use—the candidate's history of drug use if any, shall be evaluated, particularly the sustained use or any illegal act involving the use of any narcotic controlled substance or dangerous drug as defined by federal or state law.
2. Driving record—the candidates driving record shall be reviewed and the following shall be considered; number of chargeable traffic accidents, conviction of driving under the influence in the last ten years, conviction of driving under suspension in the last five years, conviction of reckless driving, trends of poor or careless driving habits.
3. Employment history—the candidate's prior work record shall be evaluated.
4. Military history—the candidate's military service record, if any, shall be reviewed. Applicants shall present a DD-214 indicating an honorable separation or discharge or other evidence of separation.

