



Deputy Sheriff Recruitment Requirements and Process

STAGE 1 – APPLICATION AND DOCUMENTATION SUBMISSION

- Prepare an up-to-date resume that includes your full and complete employment and educational history for a minimum of the past ten years. You will be required to upload your resume to your online profile when you apply to the job posting and complete the online application.
- Upon request from the [BC Sheriff Service Recruitment Office](#), the following requirements will be sent in for confirmation in order to move to the next stage:
 - Birth certificate and/or proof of legal entitlement to work in Canada (this can be in the form of your Canadian provincial birth certificate, Canadian passport, permanent resident card, or other citizenship papers etc.)
 - Grade 12 diploma, Adult Dogwood Diploma, copy of General Education Development test completion, post-secondary diploma/degree or a verified international certification
 - Class 1, 2, 3, 4 or 5 driver's licence – photocopy of front and back. A Class 1, 2, or 4 unrestricted driver's licence is required for the job. However, you may apply with a Class 3 or 5 driver's licence if you obtain and submit proof of your Class 4 learner's licence. Before training begins, you will need to obtain and submit proof of your Class 4 unrestricted driver's licence.
 - Current driver's licence abstract – not older than 30 days from submission of application (a maximum of 9 demerit points on a 5-year driver's abstract is acceptable)
 - Your completed BC Public Service Security Screening Questionnaire

STAGE 2 – ASSESSMENT

If your application and supporting documentation are determined to meet the selection criteria as outlined in Stage 1, you will be contacted to move to the next stage of the selection process which includes:

- A written proficiency test (more information to be provided upon successful selection into Stage 2)
- Completion of one of the following physical abilities tests with a documented passing time of 4 minutes and 15 seconds within the previous six months before the first day of training. Fees for the SOFAST will be covered by the BC Sheriff Service, but costs for any other tests are the responsibility of the applicant.
 - Sheriff Officer Fitness and Agility Strength Test (SOFAST)

- Sheriff Officer Physical Abilities Test (SOPAT)
- Police Officer Physical Ability Test (POPAT)
- Physical Abilities Requirement Evaluation (PARE)
- A competency-based interview

STAGE 3 - BACKGROUND CHECKS

- A past work performance check
- An enhanced background security check including a criminal records check, fingerprint check and a computer voice stress analysis test
- A comprehensive medical examination by our Occupational Health Programs physician which will include visual and hearing test