



**BRITISH COLUMBIA
SHERIFF
SERVICE**

New Applicant Frequently Asked Questions

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What does a deputy sheriff do?

A deputy sheriff is a provincial peace officer who works closely with different partners in the justice system to ensure all levels of courts in the province are operating smoothly and safely. Their responsibilities include providing court security, prisoner transport (ground and air), jail and jury management, document services, gathering intelligence and providing services to the coroner's court.

For more information about the role, read the [Deputy Sheriff Job Profile](#). For further information, have a look at the [Deputy Sheriff Career Opportunities](#) page.

I'm a high school student interested in becoming a deputy sheriff in the future. What courses or related employment would you recommend?

Consider courses in a related field (e.g., criminology) and employment and volunteering opportunities where you can develop skills such as problem-solving, self-control, and conflict resolution. The mental health field is also strongly recommended.

What are the hours of work for a deputy sheriff?

Courthouses are open Monday to Friday, 8:30 a.m. to 4:30 p.m. when court is in session. Sheriffs are required to work an eight-hour shift occurring anywhere from 5:30 a.m. to 2:00 p.m., Monday to Friday. Some overtime may be required if there are special circumstances or a long-distance transfer of a person in custody.

I would like to work full-time as a deputy sheriff while putting in availability to work part-time with another company. Would this arrangement be possible?

Additional part-time work is permitted if the schedule and type of work are compatible with the terms of employment and standards of conduct.

I am currently working as an auxiliary member for the RCMP. Can I work both jobs at the same time?

Court Services Branch staff are not permitted to be auxiliary members of any police force due to their neutral role in the judicial system. This policy applies to branch employees considering a position as a uniformed member of a police force. Branch members who are civilian employees of a police force or who perform guard or matron duties are not affected by this policy.

Can sheriffs join the Canadian Armed Forces and are they eligible for military leave?

Yes, several scenarios are outlined in Article 20.14 of the BC General Employees' Union (BCGEU) Collective Agreement.

Application Process

How do I apply to become a deputy sheriff?

Interested applicants may apply by creating a profile and completing an online application through the [BC Public Service Job Opportunities site](#). The online application will record responses on how applicants meet the listed qualifications. In addition to completing the online application, all applicants will be required to submit documented proof of their qualifications. This includes emailing copies of their identification, certificates and transcripts prior to the closing date of the job posting.

You must meet the four basic mandatory criteria at the time of application:

- Be 19 years of age or older
- Be permanently entitled to work in Canada
- Hold a valid B.C. driver's licence or equivalent (excluding Class 7)
- Be a grade 12 high school graduate (or equivalent)

Where are the current job openings?

There are three competitions/intakes each year. Within each intake, we post for all four regions (Lower Mainland, Island, Interior, and North) along with a separate bilingual requisition, which run concurrently.

Availability of positions is driven by the demands of each region across the province of B.C. Please keep in mind that positions may not be available at your preferred location at the time of application.

If you are applying to the Island, Interior, or North regions, specific locations are confirmed when a training offer is made. Acceptance of a training offer is conditional on accepting a position at one of the available locations.

English Language Proficiency Assessment

The BC Sheriff Service is implementing a new English language proficiency assessment requirement. Results from approved language tests are considered valid for two years from the test date and can be taken prior to your application. Accepted tests include:

- **Duolingo English Test**
- **Canadian English Language Proficiency Index Program (CELPIP) General. We do not accept CELPIP-General LS**
- **Canadian Academic English Language (CAEL) test**
- **International English Language Testing System (IELTS) Academic. We do not accept IELTS General Training**

The BC Sheriff Service may consider accepting test results from a different test provider than those suggested above. Alternative test providers need to meet the following requirements, and acceptance is subject to BCSS approval:

1. The test must assess reading, writing, speaking, and listening. If any component is not tested, the test results will not be accepted.
2. Test scores must be validated directly by BCSS with the test provider. Some tests require you to release your score to the BC Sheriff Service to permit this verification.
3. The test must be proctored by the test provider to be valid, including any online testing.
4. English language assessments that are specific for immigration purposes will not be accepted. All language assessments must be tested at the academic level.

**If you would like to request the use of an alternate test, please ensure you email BCSheriffs@gov.bc.ca to obtain prior approval.*

I completed a written assessment for the BC Sheriff Service in a previous intake. Will my results be accepted?

No. Previous written assessment scores will not be accepted. The English language proficiency test requirement has replaced the written assessment.

I am a Canadian citizen and completed my education in Canada. Am I still required to complete a test?

Yes. All applicants must submit valid results from an approved English language proficiency test. Transcripts, diplomas, degrees, or other educational documents will not be accepted as proof of English language proficiency.

I have completed post-secondary education in Canada. Is this accepted as proof of English proficiency?

No. All applicants are required to complete an approved English language proficiency test, regardless of their educational background or where their education was completed.

Do you accept Accuplacer, LPI, or PTE test scores?

No. We will not accept Accuplacer, LPI, or PTE test scores.

Will I be reimbursed for the cost of the test?

No. All costs associated with completing the test are the responsibility of the applicant.

How do I register for a test?

Applicants are responsible for independently registering for and completing all required tests. Applicants should carefully follow the instructions provided by their chosen testing provider.

I have a learning disability and require accommodations to complete the test. What should I do?

Contact the test provider directly to inquire about available testing accommodations and their accommodation process.

What should I do if I experience technical issues while completing the test?

Contact the test provider directly for assistance with any technical issues.

I am unable to complete an in-person test before the deadline. Can I receive an extension?

No. To ensure fairness for all applicants, extensions will not be granted. Applicants are encouraged to explore alternative approved testing options that can be completed before the application deadline.

What are the minimum scores required?

To maintain the integrity and fairness of the assessment process, the minimum required score will not be disclosed in advance.

Sheriffs Officer Fitness and Agility Strength Test (SOFAST)

How can I prepare for the SOFAST?

To prepare for the SOFAST, focus on building cardiovascular endurance, strength, and agility. Incorporating running, interval training and functional exercises such as push-ups and core work into your routine.

Circuit-style workouts can help simulate the continuous nature of the test. Consistent training, along with proper rest and hydration, will improve performance and reduce the risk of injury. You may also find that some gyms or training facilities in your area offer law enforcement fitness testing and preparation programs, which can provide structured training and help you better prepare for the SOFAST.

How long is my SOFAST certificate valid for?

SOFAST results are valid for six months from the testing date.

Are the Police Officer Physical Ability Test (POPAT) and POPAT and Physical Abilities Requirement Evaluation (PARE) equivalent to the SOFAST?

Yes, the PARE and POPAT are equivalent to SOFAST. Applicants may submit results from the POPAT or the PARE, each with a documented passing time of four minutes and 15 seconds. These results are valid for three months from the testing date.

Note: The Correctional Officer Physical Abilities Test (COPAT) is not accepted.

Criminal Record Search and Enhanced Security Screening

Is there a polygraph examination as part of the selection process?

No, there is no polygraph examination as part of the selection process. You will be required to complete a computer voice stress analysis.

What is Enhanced Security Screening?

Applicants are required to undertake an enhanced screening process, which includes a criminal record check, fingerprinting, professional/educational verification checks, credit/financial checks, computer voice stress analysis and an applicant background investigation. A copy of your fingerprints must also be sent to the RCMP Criminal Identification Section in Ottawa.

Entitlement to Work in Canada/Citizenship

I've lost my proof of citizenship but have a Canadian passport. Will that suffice?

Yes, your passport will suffice as your proof of citizenship.

My citizenship card has expired; would I be eligible for a deputy sheriff position?

No, you can't apply if your citizenship has expired. However, you can still apply if you have a valid permanent residency card.

I have a work permit, but I am not a permanent resident yet. I am applying for my permanent residency and should have it before my work permit expires. Can I apply for the Sheriff Recruit Training?

No, you must be permanently entitled to work in Canada at the time you apply for a position, either through citizenship, permanent residency or landed immigrant status.

I have a Confirmation of Permanent Residence (COPR) document. Can I submit that as my proof of permanent resident status?

No, we will only accept a valid permanent resident card. Please do not apply until you have received your card in the mail.

Educational Background

Which documents should I be prepared to submit to prove I meet the education requirements?

You must submit one of the following: high school diploma (or adult education equivalent), post-secondary diploma (minimum two-year program) or degree (bachelor's, master's or higher). Alternatively, you may submit an official transcript which clearly confirms you have graduated.

Note: Unofficial transcripts will not be accepted. If you do not currently have a copy of your documents,

order them in advance. Once documents are requested as part of the process, there may not be enough time to obtain them before the submission deadline.

Is international education recognized in B.C.?

If the high school graduation, post-secondary degree, or diploma are from an institution outside of North America, New Zealand, Australia, the UK or Ireland, you will be required to have this credential verified by a designated organization. Please refer to the [IRCC website](#) for a list of designated organizations that can conduct your Educational Credential Assessment (ECA).

Note: If you do not currently have an ECA, order it in advance. Once documents are requested as part of the process, there may not be enough time to obtain them before the submission deadline.

I attended an alternative school and received a “School Completion” certificate. I did not graduate from grade 12. Will you accept that as an equivalent?

No, we require a grade 12 high school diploma, Adult Dogwood diploma, GED, post-secondary diploma/degree or a verified international certification.

I attended a post-secondary institution and received a certificate or have college/university credits. Will that satisfy the education requirement?

No, we only accept a diploma (minimum two-year program), bachelor’s degree, master’s degree, or higher. Post-secondary certificate programs or incomplete programs (including partial credits) do not meet the minimum education requirement.

If you have not completed at least two years of post-secondary education resulting in a diploma or higher, please submit official proof of your high school diploma.

Driving Record

Which documents should I be prepared to provide to prove I meet the driving requirements?

You must submit a copy of your personal and, if applicable, commercial (for Class 1, 2, 3 or 4) driver’s abstract (personal driving record) covering the last five years in Canada. This provincial record outlines all traffic contraventions, driving prohibitions and licence suspensions. Applicants with ten or more demerit points, or any driving prohibitions or suspensions within the last five years will not meet our requirements.

If you live outside of B.C., records from your current province/territory of residence must be dated within 30 days of submission.

What if I lived outside B.C. during the last five years?

If you lived in more than one province/territory within the past five years, you will be required to provide driver’s abstracts (personal driving records) for each province/territory corresponding to the periods you resided and drove there.

Note: If you are requesting a five-year driver’s abstract from a province outside of B.C., you are strongly encouraged to order it in advance. If you wait until documents are formally requested during the application process, you are unlikely to get them before the submission deadline.

How do I get my driver’s abstract?

Get Your Driving Record.

Your driver’s abstract (personal driving record) can be requested online or by contacting your local or provincial motor vehicle branch. When requesting the document through ICBC, select the Personal Driving Record and, if applicable, the Commercial Driving Record (for Class 1, 2, 3 or 4 licence). If you are unsure which document to request, please contact our office.

Class 4 Unrestricted Licence

My driver’s licence is from outside of B.C., how do I know if it is equivalent to B.C. Class 4?

You can compare your driving licence from your province/territory to the B.C. standard on this [Canadian Driver’s Licence Reference Guide \(2025\)](#). If you are still unsure of your driver’s licence equivalency in BC, [contact ICBC](#).

When do I need to have my class 4 unrestricted driver’s licence?

When first applying, you are only required to have a minimum of Class 5. After the Security Screening Questionnaire stage, all applicants will be expected to provide proof that they have obtained a Class 4 unrestricted learner’s licence, unless they already hold a full Class 4 unrestricted or equivalent. Your full licence will be required approximately six weeks prior to the start of Sheriff Recruit Training.

Class	Vehicles Examples
 Class 1	• Semi-trailer trucks and all other motor vehicles or combinations of vehicles except motorcycles
 Class 2	• Buses, including school buses, special activity buses and special vehicles • Trailers or towed vehicles may not exceed 4,600 kilograms except if the bus and trailers or towed vehicles do not have air brakes • Any motor vehicle or combination of vehicles in Class 4

 Class 3	• Trucks with more than two axles, such as dump trucks and large tow trucks, but not including a bus that is being used to transport passengers • Trailers may not exceed 4,600 kilograms except if the truck and trailers do not have air brakes • A tow car towing a vehicle of any weight • A mobile truck crane • Any motor vehicle or combination of vehicles in Class 5
 Class 4 (unrestricted)	• Buses with a maximum seating capacity of 25 persons (including the driver), including school buses, special activity buses and special vehicles used to transport people with disabilities • Taxis and limousines • Ambulances • Any motor vehicle or combination of vehicles in Class 5
 Class 4 (restricted)	• Taxis and limousines (up to ten persons including the driver) • Ambulances • Special vehicles with a seating capacity of not more than 10 persons (including the driver) used to transport people with disabilities • Any motor vehicle or combination of vehicles in Class 5
 Class 5 or 7	• Two axle vehicles including cars, vans, trucks and tow trucks • Trailers or towed vehicles may not exceed 4,600 kilograms • Motor homes (including those with more than two axles) • Limited speed motorcycles (defined by ICBC) and all-terrain vehicles) • Passenger vehicles used as school buses with seating capacity of not more than 10 persons (including the driver) • Construction vehicles • Three-wheeled vehicles - does not include three-wheeled motorcycles (trikes) or motorcycle/sidecar combinations • Does not include Class 4 vehicles or motorcycles For more information, please visit ICBC's commercial licence information.

Medical Exam

What does the medical exam consist of?

The medical examination process conducted by Occupational Health consists of a review of your medical history form and completion of a general physical examination to determine if you are medically fit to safely perform the duties of a deputy sheriff.

We do not conduct breast, pelvic, rectal, or exercise treadmill tests during the office examination; however, a medical follow-up and further evaluation with your physician may be requested where clinically required (symptom disclosure, health risk, safety reasons). When additional medical information is needed the Occupational Health physician will discuss this with you (specialist referral, lab results, additional testing, collateral information from the family physician are some examples).

You should bring shorts/sweatpants and a T-shirt to allow more comfort during the examination. Paper examination gowns will otherwise be provided.

I have a chronic medical condition. Will this impact my ability to be employed as a deputy sheriff?

For some medical conditions, it may affect your ability to be employed as a deputy sheriff, however, if your condition is controlled, you may be cleared for duty. At the pre-placement medical examination, you will be required to provide additional information, which may include specialist letters and documentation of your follow-up examination results. Each situation is assessed on a case-by-case basis.

Hearing Requirements

I've had a hearing and vision test done previously. What is the expiry time for this test?

Currently, hearing and vision are tested by doctors with the provincial Occupational Health office. Only tests done by the Occupational Health office will be accepted. These tests expire after six months.

I wear hearing aids all the time. Can I apply for the deputy sheriff position?

Adequate hearing acuity is necessary to hear accurately, localize sound and discriminate voice in varying noise levels. Wearing one hearing aid in the worse ear to reach the 40dB criteria is acceptable. Two hearing aids are not acceptable. Unassisted hearing of no greater than 40 decibel loss in either ear averaged over frequencies 500 Hz, 1000 Hz, 2000 Hz and 4000 Hz is required.

Vision Requirements

What are the minimum visual standards?

The following minimum visual standards must be met by all applicants prior to being hired:

- Uncorrected vision cannot be worse than 20/100 in each eye;
- Corrected vision 20/20 with both eyes open, and one eye cannot be worse than 20/40; Normal range of binocular function (field of view, depth perception); and
- Normal colour vision is an occupational requirement. Candidates will be given an individual assessment during the pre-placement medical examination.

Is the uncorrected requirement meant for someone who gets their eyes tested without wearing their glasses?

Yes, uncorrected refers to not wearing glasses or contact lenses. A candidate's vision without any correction must not be less than 20/100 in the right eye and 20/100 in the left eye.

I'm colour blind. How does colour vision deficiency affect my eligibility?

Colour impairment is assessed using standardized Pseudoisochromatic Plates (e.g. Ishihara, HRR). Where indicated, additional colour vision testing may involve a Farnsworth D-15 and/or a job-specific colour vision assessment conducted by a BC Sheriff Service provincial training officer.

What are the vision requirements for someone who had laser eye surgery?

Laser eye surgery (e.g. PRK, Lasik) and Intraocular lens (cataract)/ implanted corrective lens placement will generally require three months of observation post-surgery to document a pattern of stability, absence of complications, and ensure candidates meet the visual acuity requirements.

Sheriff Recruit Training (SRT)

I completed the SRT course in 2011 but wasn't hired as a deputy sheriff. Do I have to take the training all over again?

Yes, you must reapply through the same hiring and screening process. Due to changes in the course and entry requirements, training would need to be repeated.

How long is the Sheriff Recruit Training Program (SRT)?

The SRT program includes three blocks of training:

Block I: Training is one week consisting of online sessions, and a Friday courthouse visit led by field trainers. Recruits may complete this block remotely in their home community, with the courthouse visit taking place at the nearest courthouse in your community or in the Lower Mainland. Recruits are expected to have laptops as required for the Justice Institute of British Columbia (JIBC) training.

Block II: Training is for 12 weeks and takes place at the JIBC in New Westminster. It places emphasis on the skills necessary to perform the role of a deputy sheriff, including driver training, firearms, force options, communications, legal studies, report writing, controlled access points, roles and functions and physical fitness.

Block III: Recruits begin a field-based training program lasting up to four weeks, working with or under the guidance of a mentor. For recruits assigned to offices outside of the Lower Mainland for Block II, moving time is factored into the schedule.

Am I paid during my training?

Yes, deputy sheriff applicants hired as recruits and attending the Sheriff Recruit Training (SRT) program at the JIBC are paid at Grid 10, Step 1 in accordance with the BCGEU Collective Agreement.

A Return of Service Agreement requires recruits to complete two years of active employment following the completion of field training (Block III). If you leave the BC Public Service before fulfilling this commitment, you are required to repay training costs on a pro-rated basis according to the time remaining in the service period.

Note: those attending training who reside outside of the Lower Mainland are eligible for a living allowance. Those relocating to a location outside of their home community are eligible for relocation costs.

Are there any physical requirements for the SRT program?

On the first day of Sheriff Recruit Training, all recruits are required to run and successfully pass SOFAST.

Beyond this initial requirement, recruits must maintain a level of physical fitness that allows them to fully participate in the demands of the training program. This includes regular and ongoing physical training (PT) sessions designed to build strength, endurance, and overall conditioning. Recruits should also be prepared for extended periods of standing, moving and operating during long hours on the shooting range.

The program includes training in physical control tactics and responding to emergency situations, such as defensive tactics and grappling-based techniques (e.g., Ju-jitsu). As a result, recruits must be capable of safely engaging in physically intensive, scenario-based exercises that require strength, agility, coordination and resilience.

Miscellaneous

Do you offer transfers for police officers and correctional officers? Is it possible to get fast-tracked into the next class?

There is no fast-track option or bridging program currently. All applicants must go through all the hiring phases.

If you are unsuccessful how long must you wait before you can reapply?

There are many factors as to why a person may be unsuccessful and this will have an impact on when they should reapply. In some cases, an applicant may need additional experience to enhance their competencies. In others, a period of time may need to pass before they can be successful upon reapplication.

Therefore, there is no one answer as each situation may vary. If you are unsuccessful, we recommend contacting the recruitment office regarding your interest in reapplying and request feedback. At that time, you can discuss when it may be appropriate to reapply.

Can co-workers be used as references?

A supervisor from a current position is required.

What are the fees I'm responsible for paying?

- English Language test
- Class 4 unrestricted licence
- Physical testing done outside of the SOFAST
- Medical forms

Please note that all fees vary and are subject to change.

Who can I contact if I have any other questions?

For all other questions, please contact BCSheriffs@gov.bc.ca.