

## Adult Custody Division Correctional Officer Recruitment Process

- » From an active correctional officer job posting, applicants submit their resume and enter their information.
- » Applicants for correctional officer positions must meet the following basic employee requirements:
  - Minimum 19 years old;
  - Canadian citizen or permanent resident;
  - Valid BC class 5 driver's licence;
  - Proof of English language proficiency as required for admission to a certified Canadian university;
  - Grade 12 or equivalent; and
  - Valid Occupational First Aid certification (OFA Level 1)
- » A recruiter contacts the applicants and, for those candidates moving on in the recruiting process, the following activities are scheduled:
  - Complete a Correctional Officer Physical Abilities Test (COPAT). The COPAT is an evaluation of physical fitness requirements for performing the duties of correctional officer.
  - [BC Corrections Lifestyle Questionnaire](#)
  - Attend an interview to review responses to the lifestyle questionnaire.
  - Attend a behavioural event interview.
  - Complete a Computer Voice Stress Analysis (CVSA) test. The CVSA is used to assist in screening unsuitable applicants for correctional officer positions. Applicants are asked questions that pertain to their lifestyle and integrity. Although an applicant may not have a criminal record, previous applicants have admitted to criminal behaviour and lifestyle, including having gang affiliations, selling and using illegal drugs, theft, committing sexual assaults and other acts of violence. Responses from candidates are verified by a variety of means, including an interview, a detailed background investigation, and a CVSA examination.
  - Driving record review for the last five years.
  - Financial credit check.
  - Background check, including references and previous employers.
  - An Enhanced Security Screening check, which includes:
    - A level 4 police record check;
    - Fingerprinting;
    - *Criminal Record Review Act* check;
    - CORNET record check; and
    - JUSTIN record check.
  - A medical assessment with BC Public Service Workplace Health and Safety (WHS). This assessment is based on bona fide occupational requirements, job demands, specific risks normally associated with the correctional officer job, the frequency of these events, and an opinion concerning the level of function (vision, colour vision, hearing, strength, mobility, etc.) considered necessary to work effectively and safely in the corrections environment. This assessment includes a check for tuberculosis.
  - Job Exposure: The primary purpose of the job exposure course is to provide the applicant with an opportunity to observe the correctional work environment and the basic functions of a correctional officer in BC Corrections so they are in a better position to decide if this is the career path they want to take.
- » Successful applicants are offered a position as a security officer (training rank) and begin 30 days of paid orientation training prior to beginning work.