



DALLAS COUNTY HUMAN RESOURCES/CIVIL SERVICE

DATE: July 30, 2026

TO: All Eligible Officers

FROM: Robert B. Wilson, Director
Human Resources /Civil Service

SUBJECT: Dallas County Sheriff's Department Civil Service Promotional Examination
Announcement for the position of **Deputy V – Captain - IRC # 26000107**

This memorandum serves as an announcement of the **Deputy V - Captain** promotional process. The Human Resources/Civil Service Department will administer the written examination for this position on **August 12, 2026 at 9:00 a.m.** The examination location will be at the Dallas County Sheriff's office training academy.

In order to qualify to take the written examination, **candidates must meet all minimum eligibility requirements at the time of registration**, register for the examination **ONLINE** only and complete the application in its entirety.

Registration Process:

When: June 30, 2026 – July 14, 2026
(No exceptions past this date)

Where: Online at: [Oracle link here](#)

The following documents must be uploaded to Oracle link:

1. Completion of an online application in its entirety on Dallas County's Employment Site
2. A certified copy of college transcript(s), if education is going to be substituted and Resume (if available)

The following documents must be uploaded at the time of application or forwarded to Thomas.Rodriguez@DallasCounty.org before the end of registration:

1. Valid Texas Driver's License with a good driving record
2. A copy of your DD214, if military experience is going to be substituted

NOTE: Candidates must provide the required documents necessary to meet the minimum qualifications to be considered as an applicant. Any questions, please contact the Human Resources/Civil Service Department at (214) 653-6025

MINIMUM QUALIFICATIONS:

The minimum requirements for the examination are as follows (all required work experience must be with the Dallas County Sheriff's Department):

Deputy V - Captain:

1. An applicant must have on file documentation that the applicant meets the following standards: a high school diploma from an accredited high school or a high school equivalency certificate (GED). To sit for the exam, must have successfully maintained all State and Dallas County Sheriff's Department licensing/commissioning requirements AND one of the following:
 - Served at least two (2) years as a full-time Dallas County Sheriff's Deputy IV – (Lieutenant) and have at least sixty (60) hours of college from an accredited college or university with a grade "C" or better; OR
 - Served at least two (2) years as a full-time Dallas County Sheriff's Deputy IV – (Lieutenant), two (2) years of continuous military service with honorable discharge, and have at least thirty (30) hours of college from an accredited college or university with a grade "C" or better AND served OR
 - Served six (6) continuous years as a full-time Dallas County Sheriff's Deputy IV – (Lieutenant).

MUST be available for 24-hour on-call duty

PROMOTIONAL TESTING REQUIREMENTS:

1. Candidates must be current full time employees with the Dallas Sheriff's Department.
2. Candidates must not have any sustained allegations of untruthfulness or must not have received a letter that the District Attorney cannot sponsor their testimony in criminal trials.
3. Candidates must not have received formal discipline for a Class 1 violation within the past two years at the time of registering for the promotional exam.
4. Candidates must not have been demoted from the Dallas County Sheriff's Captain rank due to disciplinary action within the past two years at the time of registering for the promotional exam.
5. Service with the Sheriff's Department must be continuous with no break in service.

"Continuous employment" is defined as current employment in a **TCOLE** law enforcement position with no interruption/break in service. Prior to sitting for a promotional exam, any probationary period must be completed, if applicable

The examination process will consist of two elements:

1. Written examination (Must achieve a minimum passing score of 70%)
2. B-PAD (Behavioral Personnel Assessment Device)
(B-PAD will be scheduled at a later date for candidates who have successfully met the 70% success rate of the written examination)

NOTE: The results of the two components will be combined. Candidates will be rank ordered based on the final scores to produce the final promotion eligibility list

EXAM DATE & TIME:

August 12, 2026 - 9:00 a.m.

EXAM LOCATION:

8401 S Polk St, Dallas, TX 75232

**Primary Reference Materials for the Dallas County Sheriff's Department 2026
Deputy V- (Captain) Promotional Examination**

Source	% of Exam*
• Sheriff's Department 2026 General Orders & Code of Conduct (See study guide) 35% • Obtain this source from the Dallas County Sheriff's Department. • Police Administration, 9th Edition: See study guide) 25% Publisher: Routledge Author(s): Gary W. Cordner ISBN: 978-1138903234 • How Successful People Lead: (See study guide) 10% Taking Your Influence to the Next Level By John C. Maxwell (2013) copyright • Obtain this source on your own. <u>This book is available now.</u> The book should be available through large, online book retailers such as Amazon (www.amazon.com) and Barnes and Noble (www.bn.com). Availability and prices change over time. The book publisher, author(s), and ISBN Number are: Publisher: Center Street: Copyright: 2013 Author(s): John C. Maxwell ISBN: 978-1599953625 • Dallas County Administrative Code Chapters 82 & 86 (See study guide) 10% • Obtain this source from the Dallas County Website using the following URL <i>https://www.dallascounty.org/departments/hr/law-enforcement-employment/exam-references.php</i> • Sheriff's Department Civil Service Rules and Regulations (See study guide) 20% • Obtain this source from the Dallas County website using the following <u>https://www.dallascounty.org/departments/hr/law-enforcement-employment/exam-references.php</u>	

*These percentages are approximations. The actual percentages may change. Keep in mind that you may not be required to read all the material in each of the above sources. The study guide will specify the exact chapters, sections, etc. that you will be responsible for reading