

WETZEL COUNTY DEPUTY SHERIFFS CIVIL SERVICE COMMISSION

EXAM APPLICANTS

Dear Sir or Madam:

The Wetzel County Deputy Sheriffs Civil Service Commission will be conducting a testing for entry level deputy sheriff **on October 1, 2022 AT 9:00 AM at the New Martinsville Elementary School** (20 E. Benjamin Dr. New Martinsville WV). Be prepared to take the PT Test and the computer examination test this day. **In order to take Computer test that day- Prior to testing date Applicants interested in a position as a Deputy Sheriff must first submit an application at www.personnel.wv.gov.**

-Search Available Jobs

-Search Deputy Sheriff

-Click on job title

-Click on the green APPLY button in the upper right-hand corner

**** Once the applicants are registered for the test, applicants will receive two emails from CourseMill, which is the testing program. If applicants do not receive these emails, applicants need to check spam/junk mail. If the applicants do not receive these emails, the applicant needs to contact DOPTest@wv.gov or call 304-414-0887/304-414-0881**

Please be advised you will be required to have a photo **ID and the Doctor's Certification of Fitness form (attached)** at the time of the examinations. You will also need to be able to log into your e-mail day of exam- Please have log-in info with you. An officer will direct you to the testing location.

A copy of the **required** physical agility is attached. All PAPER applications must be received in the Wetzel County Clerk's Office no later than **Monday, September 26, 2022** prior to the test date.

ALL Applicants are required to do both Paper Application and return to County Clerk and Online Application prior to deadline.

Applications must be received by **Monday, September 26, 2022 at 4:30PM** Any applications not received within the allotted time frame will be scheduled for the next available test date.