



DEPARTMENT OF HUMAN RESOURCES

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LAW ENFORCEMENT - CAREER OPPORTUNITY



Police Officer / Deputy Sheriff - Exam Information



NEXT EXAM DATE: October 17, 2026

(and October 18, 2026, based on this department's scheduling needs)

Official exam announcements can be found here:

How to Stay Updated & Receive Alerts on exam announcement postings: https://orange-portal.mycivilservice.com/main/show_announcement/1969

1. Visit www.orangecountygov.com
2. Click "**Sign Up**" and enter your email address.
3. Under "**Notify Me**", select **Human Resources Civil Service Exams**.
4. *Alternative Navigation:* Human Resources → Civil Service Exams → Current Exams.



HOW TO APPLY

- **Application Fee:** \$50.00 (Non-refundable processing fee).
- **Submission Methods:** Online, by mail, or in person.
- **Timing:** Applications must be received *strictly* during the designated filing period. Early or late submissions cannot be accepted.

Required Documentation Checklist

- ☐ Completed and signed application
- ☐ Copy of a valid driver's license
- ☐ Official college transcripts (if applicable)
- ☐ DD-214 or military documentation (if applicable)
- ☐ Any additional supporting materials proving minimum qualifications
- *Download Paper Applications Here:* [Orange County Application PDF](#)



AGE & ELIGIBILITY RULES



NEW Age Requirements

- **On Exam Date:** Must be between **19 and 43** years of age as of the date of the written examination. Candidates born on or before **October 17, 1983, are not eligible to compete in this exam.** (Unless you meet certain military requirements, see exam posting for specific details)
- **For Appointment:** Must be at least **20 years old** to be certified.
- *Note (Civil Service Law §54):* Candidates who will turn 19 within 12 months *after* the exam date may take the test but cannot be certified until they meet the age requirement.



Eligible List Rules

- Lists remain active for at least 1 year (up to 4 years).
- To maximize your chances of appointment, **take every new examination offered**, as older lists generally expire when a new list is established.



Residency & License Requirements

- **Citizenship:** Must be a U.S. Citizen at the time of appointment.
- **Police Officer:** Must hold a valid **NYS Driver's License**. At appointment, must reside in Orange County or a contiguous NYS county. (Preference may be given to Orange County municipality residents).
- **Deputy Sheriff:** Must hold a valid Driver's License. Candidates have **6 months from appointment** to establish residency in Orange County or a contiguous NYS county.

MINIMUM QUALIFICATIONS

All candidates **must** possess a High School Diploma or HSE *AND* meet **ONE** of the following paths:

Option	Pathway	Requirement Details
Option A	Military Service	3 years of active military service with an honorable discharge (or currently serving 3+ years active duty). <i>Requires DD-214 or active orders.</i>
Option B	College Education	Associate's degree or higher OR completion of 60 college credits. <i>Requires transcripts/degree.</i>
Option C	College + 6 Mos. Experience	45 college credits AND 6 months of qualifying experience.*
Option D	College + 1 Yr. Experience	30 college credits AND 1 year of qualifying experience.*

*Qualifying Experience Includes: Police Officer, Correction Officer, Police Dispatcher, Licensed Security Guard, or related law enforcement/military roles. Work experience is based on 35 hours/week (part-time is prorated).

 **Bonus Credit:** Completion of a Basic Police Officer Training Course (BCPO) approved by the NYS Municipal Police Training Council counts as the equivalent of 15 college credits (if not already credited in your transcript).



MULTIPLE COUNTIES? (Cross-Filing)

If you are taking exams in multiple jurisdictions on the same date, **cross-filing does NOT** substitute for an application. You **must**:

1. Apply separately to **each** individual jurisdiction.
2. Complete and submit a **Cross-Filer Form** to all involved jurisdictions at least **3 weeks prior** to the exam date.
3. Designate the county where you will physically sit for the exam. (*Note: If taking both NYS and local exams, you must test at the NYS location*).
4.  Download Form: [Cross-Filer Form PDF](#)



PHYSICAL AGILITY PREPARATION

It is never too early to start training.

- **Watch the Prep Video:** www.orangecountygov.com/agility
-  **NEW WAIVER:** Candidates with a valid BCPO may have the agility test waived, provided they submit their valid certificate to the HR office *prior* to their scheduled agility (which is typically several months after the list is established)



QUESTIONS & CONTACT INFO

Orange County Department of Human Resources

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