

**RIVERSIDE COUNTY SHERIFF'S DEPARTMENT  
STAN SNIFF, SHERIFF**

**TO: All Personnel** **DATE: September 26, 2016**

**FROM: Stan Sniff, Sheriff** **Supplemental to Departmental  
Memorandum #16-088, dated on 07/13/16**

**RE: 2016 Sheriff's Captain Presentation Process**

The Riverside County Human Resources Department (HR) recently administered the presentation portion of the promotional process for the classification of Sheriff's Captain. It was subsequently determined the integrity of the competitive process for the sworn portion had been compromised. Therefore, the presentation results have been invalidated, and all sworn candidates will be scheduled during the week of October 17, 2016.

Only those candidates who were scheduled to participate in the initial presentation process, or who were scheduled for pre-approved make-up presentations, will be allowed to participate in the upcoming process. All candidates will be notified by HR via e-mail with their designated presentation date and time. Applicants who have an out-of-area vacation scheduled on their assigned presentation date must submit a memo listing the specific dates of the vacation. These dates will need to be verified through their supervisor, the memo signed off, and the memo forwarded by reply e-mail to the scheduling HR Coordinator. Candidates who are on vacation and not leaving the area are expected to test on the date provided.

Personnel are reminded that once Department testing processes begin, and through their conclusion, Department members shall not share, distribute or discuss any information pertaining to written and oral examinations that would give another testing candidate an unfair advantage. Candidates should also be aware that cell phones, cameras, and other electronic devices are prohibited in the testing area.

SS: rs