



COT Selection Procedures

The Pennsylvania Department of Corrections is known as a leader in the corrections field!

After taking and passing the Correction Officer Trainee exam you will be:

1. Notified of your score – via email
2. Notified when a COT position is posted (may apply to multiple facilities, only required to pass COT requirements below) – via email

Apply to position through www.employment.pa.gov

Confirmation of application – via email

If selected for interview:

- Notified of interview date/time/location – via email

If selected for conditional offer:

- Notified of date/time/location of COT Requirements via email:
 - Medical
 - TB (tuberculosis)
 - PAI (psych evaluation)
 - Background check
- In order to move forward in the hiring process, applicant must pass all of the COT Requirements
- If all COT Requirements are met, applicant is placed on eligible candidate list in “ready to hire” status
- Candidates who do not receive an immediate offer of appointment will remain on the eligibility list for possible appointment based on need

When selected for official offer:

- Notified of official offer – via phone
- If official offer is accepted, candidate is an official employee of the Commonwealth of PA (salary \$38,661 annually)
 - Notified of start date. The first two weeks of employment will be working at the facility for orientation and shift observation
 - The following five weeks employee will reside at the Training Academy in Elizabethtown for basic training course, Monday - Friday
 - An email confirmation is sent regarding the official offer and work schedule specifics

Successful completion of the 12 month training period will result in a promotion to Corrections Officer 1 with an increase in salary!