**Swensen & Associates**

*Promoting Excellence*

Thank you for agreeing to serve as an assessor for the Douglas County Sheriff’s Office. The promotional test is for **Sergeant**. The test will be conducted the week of November 29, 2021.

Here is logistical information relating to your role as an assessor:

Tuesday, November 30, will be assessor training. Report at 8:30 am to the Douglas County Sheriff’s Office, 3601 N. 156th Street, Omaha, NE. We will train until approximately 2:30pm. Dress is business casual and lunch will be provided.

Wednesday, December 1, will be testing day. Report by 12:15 pm to the Douglas County Sheriff’s Office. Dress is business suit or uniform. You will be done with interviews by 4:45 pm.

Thursday, December 2, will be writing reports. Report by 8:30 am to the Douglas County Sheriff’s Office. Dress is business casual and lunch will be provided. You will be finishing up the reports from the oral exercises and written exercises. When you are finished with all your reports, and have checked out with the test administrator, you are free to go.

Contact Information:

Captain Will Rinn, DCSO

Phone: 402-444-7976 (office) 402-510-6918 (cell)

Email: William.Rinn@douglascounty-ne.gov

Kathy Swensen, Test Administrator, Swensen & Associates

Phone: 402-740-5372 Email: [kathyswensen@gmail.com](mailto:kathyswensen@gmail.com)

Thanks again. We appreciate your willingness to serve in this critical role. If you have any questions, don’t hesitate to reach out.