



# EMPLOYMENT OPPORTUNITY



VETERANS' PREFERENCE

January 2010

10 –POLICE OFFICER

ANNOUNCEMENT FOR OPEN COMPETITIVE RECRUITMENT FOR THE POSITIONS OF:

## **CERTIFIED POLICE OFFICER**

**GENERAL INFORMATION:** Under limited supervision performs general and specialized police work in the protection of life and property through the enforcement of laws and ordinances. Responsible for identification of problems and conditions contributing to crime and quality of life issues affecting the community. Performs related duties including, but not limited to, prevention of crimes, investigation of crimes, identification and apprehension of violators, and other police services as assigned or required. Involves an element of personal danger. Must be able to act reasonably without direct supervision in emergency situations. Performs related duties as required.

**SALARY:** \$47,590.40 minimum - \$73,808.38 maximum annually for certified officers or upon passing the Florida Police Officers Certification Examination. The City of West Palm Beach hires at the minimum salary.

### **ADDITIONAL INCENTIVE MONIES:**

- \$1400/yr. with Bachelors Degree and career incentive courses
- \$960/yr. with a Bachelors Degree
- \$360/yr. with an Associates Degree
- \$1092/yr. for shift differential pay
- ½ hour overtime every pay period
- \$780/yr. uniform cleaning allowance
- 2 ½% additional for Patrolman First Class
- 5% additional for Master Patrolman
- Chapter 185 monies accumulated from contributions by insurance companies. Officers can accumulate substantial amount of monies to be distributed at time of retirement.
- One month bonus salary when officer reaches 30 years of service

Incentives are based on the current collective bargaining agreement and are subject to change.

### **EXCELLENT OVERTIME OPPORTUNITIES:**

Officers are provided with ample opportunities to supplement their income, there are many diverse overtime jobs in our growing downtown entertainment district, in other areas within the community and private contractual overtime details.

## EXCELLENT BENEFITS

- Vacation:** Earned at the rate of one day per month (12 days per year) and increases with years of service.
- Sick Leave:** Earned at the rate of one day per month (12 days per year). Sick leave conversion option is available.
- Holidays:** 11 days per year.
- Group Insurance:** Hospitalization, including major medical coverage, life insurance, dental, vision and accidental death and dismemberment coverage. Eligibility for employee and dependents begins the first day of employment.
- Pension:** City and employee both contribute toward the retirement plan. W.P.B. with Deferred Retirement Option Plan and Chapter 185 Share Accounts.
- “Deferred Retirement Option Plan” or “DROP” means a local law plan retirement option in which a police officer may elect to participate. A police officer may retire for all purposes of the plan and defer receipt of retirement benefits into a DROP account while continuing employment with his or her employer for up to five years.
- Education:** Tuition reimbursement and various incentive pay programs are available. After two years of service you are eligible for education reimbursement. Eligibility is for classes and/or courses at an accredited junior college, community college, college or university within the State of Florida that are part of a program resulting in a two year degree, four year degree, or master degree or higher.
- Training reimbursement eligibility is for classes and/or courses designed to increase job-related knowledge and/or improve job skills. Training includes, but is not limited to, the attainment of a license or certificate.
- Patrol Schedule:** Patrol Division will use the work schedule known as the “4/12 schedule”. This is a four work day on 11.5 hour, four day off rotating shift. The scheduling allows police officers more consecutive days off to spend with families or work overtime. The rotating schedule allows all patrol personnel to plan vacations in conjunction with the four days off and allows equitable distribution of weekend and week days off during each month.
- Opportunities:** This agency has many specialized positions, upon completion of your field training and probationary status. Here are few of the many career opportunities:
- Criminal Investigations – Auto Theft/Sex Crimes/Burglary/Property Crimes/Homicide Squad
  - Quick Response Team – street narcotic and gang suppression
  - Narcotics and Organized Crime Agent
  - SWAT Team
  - Hostage Negotiations Team
  - Traffic Accident/Homicide Unit
  - Community Policing Unit
  - Honor Guard
  - K-9 Team
  - Police Athletic League
  - Water Catchment/Marine Unit
  - Bomb Team
  - Dive Team
  - Crisis Intervention Team
  - Aviation/Helicopter Unit
  - Traffic Motor Unit

Benefits are based on the current collective bargaining agreement and are subject to change.

**QUALIFICATIONS:** Must be certified as a Police Officer in the State of Florida and/or accepted into a Florida State law enforcement academy.

**ADDITIONAL QUALIFICATIONS:**

- Not less than twenty-one (21) years of age at time of hire.
- Must possess or be able to obtain a valid Florida motor vehicle operator's license.
- U.S. Citizenship.
- Never convicted of a felony or a misdemeanor involving perjury, false statement, moral turpitude, or domestic violence.

**PREFERENCE:** Preference will be given to applicants who have any of the following:

- Two (2) years of active military service.
- Two (2) year college degree.
- Two (2) years of law enforcement experience.

**If you are interested in applying for this position, you must pick up a City of West Palm Beach Application and a Personal History Questionnaire (which cannot be downloaded) located at:**

West Palm Beach Police Department  
Lobby Area  
600 Banyan Boulevard  
West Palm Beach, Florida 33401

**TO SUBMIT APPLICATION:** Please submit a completed City of West Palm Beach Application and a Personal History Questionnaire and copies of all required documents as stated on page (5) to the Staff Services Department located at:

West Palm Beach Police Department  
Lobby Area  
600 Banyan Boulevard  
West Palm Beach, Florida 33401

**CLOSING DATE: OPEN UNTIL FUTHER NOTICE**

Background, Drug, and Alcohol Screening Is Required as a Condition of Employment  
VETERANS' PREFERENCE WILL BE GIVEN TO ELIGIBLE VETERANS AND ELIGIBLE SPOUSES  
OF VETERANS WHO MEET THE MINIMUM QUALIFICATIONS  
(EQUAL OPPORTUNITY EMPLOYER)

**SELECTION PROCESS:** Candidates must successfully complete a multiple step selection process.

**The selection process consists of the following:** *City of West Palm Beach Employment Application.*

**Personal History Questionnaire:** *To be screened in accordance with the FDLE & FL Statute S943.13 minimum requirements for certification as a Police Officer.*

**Physical Fitness Assessment:** *A series of activities/exercises designed to measure muscular endurance, flexibility and strength. The applicant must also be able to demonstrate basic swimming skills.*

- dummy drag
- obstacle course
- 220 yard run
- weapon dry fire with dominant and non-dominant hands
- swimming proficiency to include;
- a non-stop 100 yard swim
- surface dive to retrieve 5 lb object from bottom of pool
- tread water for 5 minutes
- dive from side of pool
- hold breath underwater for 30 seconds
- swim 45 feet under water
- elementary back stroke for one (1) minute

**VIPRE:** *Voice Stress Analysis.*

**Panel Interview:** *Pass or Fail.*

**Based on the above criteria, candidates who receive a conditional Offer of Employment letter (Subject to availability of vacancies) must also successfully complete:**

### **Psychological Evaluation & Medical Examination**

Once the above is completed, the candidate must successfully graduate from the police academy and pass the Florida state exam, if applicable, Field Training, and a one year probationary period. Under the City's police officer recruitment/selection program, applicants must successfully complete each of the steps previously outlined on the announcement. Any candidate, who is disqualified during any portion of the process with the exception of the Physical Fitness Assessment, must wait one (1) year before repeating the selection process. If the candidate fails any portion of the Physical Fitness Assessment he/she will be provided two chances within 120 days to qualify and proceed further in the application process. Upon successful completion of the WPBPD process, your name will be placed on an eligibility list.

**NOTE:** *You must be able to participate in defensive tactics, firearms or physical training, operation of a motor vehicle, or otherwise perform the duties set forth in the position description or job task analysis related to the position of Police Officer. A series of job related tests/examinations (as identified above) are required for this position. Please advise Human Resources if you require a reasonable accommodation to perform these tasks and/or to participate in the tests/examinations (as outlined in the announcement).*

**CITY OF WEST PALM BEACH POLICE DEPARTMENT  
POLICE OFFICER APPLICATION**

The following is a list of items that are **required** to be submitted to the City of West Palm Beach Police Department in addition to the completed employment application and personnel history questionnaire.

- Your acceptance letter to law enforcement academy, CJBAT (Criminal Justice Basic Ability Test) results (minimum acceptable score is 80) and physical assessment results (if applicable). The results of the Florida Police Officers Academy Certification Examination and Florida State Police Officer Exam results.
- Certified copy of college transcripts. Preference given to those with 2 year college degree or higher education level. Not required if you have 2 years military experience.
- Certified copy of High School diploma/transcript or GED acceptable to the State of Florida, (out of State GED acceptable only with a transcript of scores.)
- Copy of Birth Certificate (must be 21 years old.)
- Copy of Driver's License (if you have had an out-of-state license, submit a copy of your driving history for that state) and Copy of Social Security Card.
- Copy of D.D.-214, armed forces of the United States, which shows terms of enlistment and the character of discharge, i.e., honorable.
- Recent applicant facial photo.
- Fingerprints will be taken and the Personal History Questionnaire will be stamped upon submission of your application at the West Palm Beach Police Headquarters building, 600 Banyan Blvd., West Palm Beach, FL 33401. The hours for fingerprints are: Weekdays, except Wednesday, from 12:00 noon until 3:00 P.M.
- Copy of marriage certificate, separation petition and or divorce decree (if applicable).
- Copies of performance evaluations for the past two (2) years.
- Copies of final determination for each civil court case in which applicant/spouse was named as defendant or plaintiff (if applicable).
- Personal History Questionnaire and one page City Application.

***Palm Beach County applicants must submit their applications in person. \* If your package is missing any of the above items, your application will not be considered for further processing.***