# TOWN OF MANCHESTER, CT

## POSITION VACANCY

### POLICE OFFICER

2013-2014 Starting Salary $50,741.12
Pending Contract in Negotiations

MINIMUM QUALIFICATIONS

Education: Must possess an Associate's Degree in Law Enforcement or related field, 60 college credits or two years of full-time active military service with honorable discharge. Copy of college transcript or diploma, or DD214 if applicable must accompany application.

Character: Candidates must be of good moral character, with no record of dishonorable discharge from any police or fire department or from the armed forces of the United States. A thorough background investigation will be conducted and a polygraph and psychological evaluation shall be used.

Physical: Must have considerable agility and endurance. Candidates must pass agility test through CHIP, Inc. A minimum of 20/30 corrected vision in both eyes is required, along with normal hearing. The physical examination will include a screening for use of illegal drugs or controlled substances.

Other: Must be a United States citizen. Must possess a valid motor vehicle operator's license. Must meet eligibility requirements of the Police Officer Standards and Training Council (P.O.S.T.C.), which requires all recruits be 21 years of age.

Examination Will Consist Of:

| Parts | Passing Score | Weight |
|---|---|---|
| Agility Examination | Pass/Fail | |
| Written Examination | 70% | 50% |
| Oral/Assessment Exam | 70% | 50% |

Procedures: Details of the Town's hiring practices are contained in the Town's Personnel Rules. Copies of the Rules and Affirmative Action Plan are available in the Human Resources Department. All applicants must meet the minimum qualifications in order to be included in the examination process. Applications must be detailed in all respects, particularly in such areas as school(s) attended, dates of attendance, major courses of study, previous job titles and dates and major job duties performed.

Applications and job description are available in the Human Resources Department, 41 Center, Street, P.O. Box 191, Manchester, CT 06045-0191 or by calling the Recruitment Information Line (860) 647-3170 or visit our website at: www.manchesterct.gov or apply on-line at www.policeapp.com. For information and our online application, visit www.policeapp.com. Applications will be accepted in the Human Resources Department on a continual basis. **Please include a copy of DD214, college transcript or college diploma and valid C.H.I.P., Inc. card with your application. Proof of these requirements must be submitted within 30 days of application date or by December 31, 2014, whichever is later. It is recommended you submit the above documentation within 30 days of your application.** Applicants will not be qualified to move forward in the recruitment process until proof of college credits or military service and valid C.H.I.P. card have been received by the Human Resources Department.

The Town of Manchester shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the Human Resources Department.

The above posting is intended as a guide for personnel actions and must not be taken as a complete description of the position or the process.