



CITY OF ALTAMONTE SPRINGS

JOB POSTING

POSTING #: 2015-019

**COMPLETED APPLICATIONS AND
SUPPLEMENTAL PACKETS MUST BE SUBMITTED**

TITLE: Police Officer

STARTING SALARY: (5/A) \$40,000/yr

DEPT/DIVISION: Police/Operations (505)

City Applications will be accepted for Posting #2015-019 until position is filled.

MINIMUM QUALIFICATIONS:

- Certification form or proof of current enrollment in a State of Florida Criminal Justice Standards and Training Basic Law Enforcement Academy.
- High School Diploma or G.E.D.
- Valid driver license. (Must obtain Florida Driver License within thirty (30) days of employment)
Driving history for the past three (3) years must reflect no violations of a driving related offense, or driving under the influence (DUI) which includes both drugs and alcohol, reckless driving, or hit and run involving an occupied vehicle or attended property, or an accumulation of traffic violations, plus three (3) points for each attendance at driving school (regardless of whether points were assessed against the license) where the penalty points do not exceed nine (9).

PREFERABLE QUALIFICATIONS:

- Associate's or Bachelor's Degree.
- Previous law enforcement experience.
- Completion of the following NIMS Courses:
 - Basic IS-700 (6 months)
 - Basic ICS-100 (6 months)

POSITION FUNCTION:

Operations position, which encompasses the day to day law enforcement work of the department. The primary duty shall be the prevention and detection of crime offenses at that street level.

NOTE:

The selection process for positions in the Police Department will include Drug testing; a Truth Verification Examination/Computer Voice Stress Analysis (CVSA); an in-depth background investigation to include a Level 2 national fingerprint-based records check; and successful completion of the CJIS (Criminal Justice Information Services) Security Clearance process to include approval for controlled access to protected information.

PLEASE SEE REVERSE SIDE FOR TASK/DUTY DETAILS

THE CITY OF ALTAMONTE SPRINGS IS AN EQUAL OPPORTUNITY EMPLOYER. THE CITY PROHIBITS DISCRIMINATION, HARASSMENT OR RETALIATION IN ALL OF ITS EMPLOYMENT PRACTICES BASED ON RACE, COLOR, SEX (INCLUDING GENDER, GENDER IDENTIFICATION, OR EXPRESSION), AGE, NATIONAL ORIGIN, POLITICAL AFFILIATION, DISABILITY, GENETIC INFORMATION, MARITAL STATUS, MILITARY VETERAN STATUS, OR ANY OTHER CATEGORY PROTECTED BY APPLICABLE FEDERAL, STATE, OR LOCAL LAW.

The City will provide reasonable accommodations necessary to applicants with disabilities preventing them from completing a City application form. Please contact the Department of Human Resources immediately if you need a special accommodation.

WE ARE PEOPLE WHO CARE ABOUT PEOPLE

Tasks/Duties of Police Officer

Below is a summary of the Tasks and Duties of this position. For a listing of duties and responsibilities for this position, please see the Job Specification/Demands Analysis included with the posting in the City Hall lobby.

Effect an arrest, forcibly if necessary, using handcuffs and other restraints.
Prepare investigative and other reports, including sketches.
Operate a law enforcement vehicle during both day and night.
Pursue fleeing suspects and perform rescue operations.
Adhere to the requirements of the department's Drug Free Workplace Program including non-use of tobacco products during working hours. (DRUG TEST WILL BE REQUIRED)
Complete and maintain physical fitness as prescribed by department standards. (PHYSICAL FITNESS ASSESSMENT WILL BE REQUIRED)
Participate in Defensive Tactics as required.

If selected for the position of Police Officer, are you willing and able to work in any assignment during your career? **(Please initial)**

<u>Yes</u>	<u>or</u>	<u>No</u>	
___	___	___	Motorcycles
___	___	___	Special Investigations Unit (Narcotics & Vice)
___	___	___	Bicycle Patrol
___	___	___	K-9
___	___	___	Detectives
Signature			Date

****ATTENTION APPLICANT****

Per State Statute 943.13 if you have been convicted of any felony or of a misdemeanor involving perjury of a false statement or if after July 1, 1981, you pled guilty or nolo contendere to or have been found guilty of any felony or a misdemeanor involving perjury or a false statement you are not eligible for employment or appointment as a Police Officer, notwithstanding suspension of sentence or withholding of adjudication.

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