

# **POLICE OFFICER – ENTRY LEVEL**

*Renton Police Officers are represented by the Renton Police Officers' Guild*

**Salary Range: \$4,157 to \$5,564 per month + 5.24% Patrol Premium**

The City contributes 3% of employee's wage base toward deferred compensation. An additional 3% is contributed to deferred compensation upon passing annual physical fitness.

## **APPLICATION PROCEDURE**

Effective November 1, 2003, the City will begin using the testing services of Public Safety Testing, Inc. for the written and physical ability exam portions of the testing process.

Applications for the City of Renton will be accepted by Public Safety Testing at that time. The City will still continue to conduct its own oral board exam, from a list of candidates submitted by Public Safety Testing, and establish an eligibility list and rank candidates according to final composite scores on the written and oral board exams.

## **ESSENTIAL JOB FUNCTIONS**

Police Officers perform patrol functions, respond to routine and emergency calls, direct traffic when required, make arrests and book offenders, write reports, testify in court, and provide assistance to the public.

## **CONTINUOUS TESTING PROCESS**

A continuous testing process for entry level Police Officer applicants is utilized which includes a written examination, physical ability test battery, and oral board interview. Each phase has standardized criteria that must successfully be met by a candidate to qualify for continuation in the hiring process.

## **MINIMUM REQUIREMENTS**

Applicants must be age 21 at the time of examination, a U.S. citizen, high school graduate or equivalent, read and speak the English language, and must possess a current Washington State driver's license upon appointment. Felony convictions are disqualifying; evidence of excessive past or current drug/alcohol usage may be grounds for disqualification. Candidates considered for hire may be subject to other qualifying tests to include an extensive background investigation, review of driving record, polygraph examination (specifically addressing previous employment, history of driving record, honesty, illegal substance use and personal history), psychological evaluation, drug screen and medical examination.

## **SELECTION PROCESS**

Applicants who meet the minimum qualifications will be invited to test. Failure in any phase of the testing process constitutes grounds for disqualification. Candidates who successfully complete all phases will be placed on the eligibility roster according to their composite score, plus additional credit, if applicable.

- . • **Written Examination:** *Minimum passing score 75% (30% weight of final score).*
- . • **Physical Ability Test:** Scored *pass/fail* Applicants who pass the physical ability test may advance to the oral board exam.
- . • **Oral Board Exam:** *Minimum passing score 80% (70% weight of final score).*

## **ADDITIONAL CREDITS**

Veterans' credit per RCW, or education credit pursuant to Civil Service Rules and Regulations, are added to the final weighted score before the ranked list is prepared. To receive additional credits, proof of Veteran status or college transcripts must be attached to the application.

## **ELIGIBILITY LIST/CANDIDATE SCORES**

Names are inserted onto the list according to composite score and considered valid for one year following test date. The Police Chief appoints according to the City's Civil Service Rules.

## **EDUCATION CREDIT**

An applicant can receive a credit of 2% of the final earned passing score for possession of a 4-year degree from a college/university in law enforcement/criminal justice; or, 1% for a 2-year degree in law enforcement. **Note:** Qualified applicants are eligible to receive *either* Veterans' Preference *or* Education Credit.

## **VETERANS PREFERENCE**

**Scoring Criteria Status:** A scoring criteria status (formerly a preference status) is the addition of a certain percentage to the passing mark, grade or rating received in a competitive examination by a veteran as defined in RCW 41.04.005 and RCW 41.04.010. The percentage, which varies with the category of veteran, is based upon a possible rating of one hundred points as perfect.

**Category 1:** Veterans who served during a period of war or in an armed conflict and do not receive military retirement are entitled to a **ten percent scoring criteria**. Veterans who served during a period of war, as that is defined in RCW 41.04.005, need not have served in a combat zone or hostile environment to qualify; simply being in the armed forces during such a period, in addition to not receiving military retirement, is sufficient. Veterans who served in an armed conflict and received a campaign badge or medal, and who do not receive military retirement, also qualify in this category.

*A "period of war" is defined by RCW 41.04.005 to include, in addition to the two world wars, the following:*

- . • The Korean conflict.
- . • The Vietnam era, which was the period beginning August 5, 1964, and ending on May 7, 1975.
- . • The Persian Gulf War, which was the period beginning August 2, 1990, and ending on the date prescribed by presidential proclamation or law.
- . • The period beginning on the date of any future declaration of war by Congress

and ending on the date prescribed by presidential proclamation or concurrent resolution of Congress.

*"Armed conflicts" are designated as:*

- . • The crisis in Lebanon.
- . • The invasion of Grenada.
- . • Panama, Operation Just Cause.
- . • Somalia, Operation Restore Hope.
- . • Haiti, Operation Uphold Democracy.
- . • Bosnia, Operation Joint Endeavor.

**Category 2:** Veterans who did not serve during a period of war or who are receiving military retirement. This category of veterans, which includes any veteran not covered by the first category, is entitled to a **five percent scoring criteria**. It may be used only until a veteran's first appointment and may not be used in any promotional exam.

**Category 3:** Veterans who were called to active military service for one or more years from employment with a city or county. This category receives a **five percent scoring criteria** status that applies to first promotional examinations only.

## **MINIMUM REQUIREMENTS**

Applicants must be 21 years of age at the time of examination, a United States citizen, high school graduate or equivalent, read and speak English; possess a valid Washington State driver's license by date of hire. Felony convictions are disqualifying; evidence of excessive past or current drug/alcohol usage may be grounds for disqualification.

## **NOTIFICATION**

Applicants will be notified by mail regarding eligibility list standing. Candidates considered for vacancies occurring in the department may be subject to other qualifying tests to include an extensive background investigation, review of driving record, polygraph examination (specifically addressing previous employment, history of driving record, honesty, illegal substance use and personal history), a psychological evaluation, drug screening and medical examination.