



HUMAN RESOURCES DEPARTMENT

FLORISSANT POLICE DEPARTMENT

QUALIFICATIONS

Individuals must be a citizen of the United States upon application; possess no felony or serious misdemeanor convictions; and must have reached the 21st birthday at the time of commission;

Individuals submitting an application for the position of police officer must meet the following education or work experience requirements:

1. High School diploma or G.E.D. equivalency. Associate Degree or minimum of 64 hours of college preferred; and
2. Current Missouri P.O.S.T. Class A license or recent graduate of a recruit program approved by Missouri P.O.S.T for a Class A License.

COMPETITIVE TESTS:

Under the regulations of the Department of Human Resources, all original appointments to the Florissant Police Department are made on the basis of open competitive testing conducted under the supervision of the Human Resources Department. Each applicant must successfully pass each screening test before becoming eligible for the next test. **The anticipated duration of the selection process will be sixty (60) days after successful completion of Written Aptitude Test.** The competitive tests and application process will consist of the following:

1. **Background Investigation** - A thorough background investigation will be made on all police applicants to determine past employment record, personal references, neighborhood reputations, police record checks and credit ratings.
2. **Written Aptitude Test** - To determine the applicant's verbal and quantitative learning ability, interest in police work, common sense in police type situations and public relations.
3. **Oral Interview** - This phase is conducted by a board of individuals selected by the police department because of their ability to evaluate applicants.
4. **Physical Agility Test** - The Florissant Police Department will conduct a physical fitness examination to determine the level of physical fitness for each applicant. The physical fitness requirements are listed on attachment.

5. **Polygraph Examination** - To be conducted by a member of the Florissant Police Department, certified in polygraph procedure. The areas from which polygraph questions will be drawn from are employment background/history, criminal history and related activities, alcohol and drug abuse, and truthfulness in the application process.

6. **Psychological Testing** - Testing given to top candidates considered for employment. To be given only after candidate has successfully passed all required tests prior psychological testing. A psychological fitness examination is conducted using valid, useful, and non-discriminatory procedures. The test is designed to assess a candidates work habits and preferences and overall compatibility for the position.
 - Only qualified professionals are used to administer the examination and evaluate the results
 - The record of the results of psychological fitness examinations are maintained on file in a secure area.

7. **Mayor' s Interview** - Personal interview and evaluation to be conducted by the Mayor.

8. **Conditional Offer of Employment** - To be given only after candidate has successfully passed all required tests and interviews.

9. **Eligibility List** - Qualifying candidates for appointments to be placed on the eligibility list with appointments to the department made by the Police & Human Resources Departments with the approval of the Mayor.

10. **Medical Examination/Drug Screening** - This examination will be completed only after the applicant has been offered employment. The physical will be conducted by a physician selected by the City of Florissant. The physical shall consist of various organic tests and medical examination to determine the applicant' s ability to perform the essential police work functions and will include drug screening.

11. **Probationary Period** - There is a twelve (12) month probationary period. During this period, probationary officers must demonstrate their ability to perform police duties. All employees must serve a twelve (12) month probationary period. See Section 125.130 of the Florissant City Code.

Failure to successfully complete any of the above listed competitive tests will require that a period of twelve (12) months elapse before you may reapply.

SALARY:

Annual Starting Salary for Probationary Police Officer
 \$56,014 – academy graduate without experience
 \$63,086 – with experience

VACATION:

At that six-month date, the employee will be credited with five (5) days of vacation. After that six-month date, vacation will accrue to the employee bi-weekly according to the following table:

After Completion of Years of Service	Days Accrued Annually	Hours Accrued Annually	Hours Accrued Per Month	Maximum Accrual Balance – vacation hours will not accrue past this limit
6 months**	5**	40**	6.67	
1	10	80	6.67	120
5	15	120	10.00	180
10	20	160	13.33	240
15	25	200	16.67	300
** 6 month period				

UNIFORMS:

Uniforms for all officers are issued independently to each officer according to the specifications of the department. Items such as handcuffs, raincoats, badges and revolvers are furnished by the department. Replacements of uniforms are issued as the need arises and are approved by the department.

ASSIGNMENTS:

Officers will be assigned in accordance to the needs of the department.

