

CHARLESTOWN POLICE DEPARTMENT

Charlestown, Rhode Island



2025

Entry-Level Police Officer Recruitment Booklet

Application Period

Wednesday August 20th through Friday September 26th, 2025



Colonel Michael J. Paliotta

Chief of Police



The Town of Charlestown is an equal opportunity employer

INTRODUCTION

Thank you for your interest in becoming a Charlestown Police Officer. The Charlestown Police Department serves a diverse seaside community of approximately 8,000 year-round residents with a significant seasonal increase to approximately 24,000 residents, visitors, renters and campers during the summer months. We provide police services with a highly trained, well compensated, professional staff of 21 sworn Police Officers along with 4 civilian Dispatchers, 2 civilian administrative assistants and 25 part-time Police Officers and Traffic Constables. The Town of Charlestown provides our staff with state-of-the-art equipment, a modern police facility and an excellent salary and benefits package.

The Charlestown Police Department is now accepting applications for the position of Probationary Police Officer. **The department has immediate openings.** Applicants interested in being considered for a challenging and rewarding career with the Charlestown Police Department should carefully review the information in this booklet along with the instructions listed on our website and the PoliceApp.com/charlestownri listing.

The current application process will be open from Wednesday August 20th to Friday September 26th, 2025.

MINIMUM QUALIFICATIONS

All applicants for employment with the Charlestown Police Department must meet the following minimum requirements as well as all required application steps to be eligible to proceed through the recruitment process for the position of Police Officer. Failure to meet any of the outlined qualification standards will automatically disqualify a candidate from the current recruitment process.

Entry Level Applicant
Must be 21 years of age at time of application
Must possess and provide a valid motor vehicle license
Must be a U.S. Citizen with a valid Social Security card
Must be able to pass an extensive background check
Strongly Encouraged 60 college credits from an accredited college. OR
Three (3) years of continuous active-duty U.S. Military service. OR
Five (5) years of reserve U.S. Military service.
Must be able to successfully pass a written test, physical agility and psychological examination
Must be able to attend the twenty (20) week rigorous and challenging R.I. Municipal Police Academy.

ENTRY-LEVEL POLICE OFFICER RECRUITMENT PROCESS

Entry-level applicants will follow the below recruitment outline to be considered for employment as a Police Officer.

PHASE 1 - EMPLOYMENT APPLICATION:

All applications for employment will be completed and processed through the PoliceApp website listed below. Applicants will be notified of recruitment progress and recruitment details through the PoliceApp system. Applicants must provide a reliable email address during the application process in order to stay properly informed of future recruitment timelines and details.

Application website: www.policeapp.com/charlestownri

PHASE 2 – PHYSICAL AGILITY TESTING:

The Charlestown Police Department is only accepting physical agility test results from the ***Fit 2 Serve RI*** company. You **must pass** the physical agility test prior to September 26th, 2025. You can schedule a physical agility test at any time through the following websites:

Physical Agility websites: www.fit2serveri.com

PHASE 3 – WRITTEN EXAMINATION:

The Charlestown Police Department is only accepting written examination test results from the ***Fit 2 Serve RI*** company. You **must pass** the written examination test prior to September 26th, 2025. You can schedule a written examination test at any time through the following websites:

Written Examination websites: www.fit2serveri.com

PHASE 4 – ORAL INTERVIEW:

A limited number of candidates will be selected to participate in the oral interviews after successful completion of the prior phases. Oral interview candidates will be selected based on written and physical agility test scores. Oral interviews will be scheduled in mid-October 2025.

PHASE 4 – COMPREHENSIVE BACKGROUND INVESTIGATION:

Candidates from the eligibility list who may be offered a conditional and contingent offer of probationary employment for the position of Police Officer with the Charlestown Police Department, must successfully pass a series of pre-employment requirements; attain a satisfactory-average score on the battery of psychological tests; successful completion of the Rhode Island Municipal Police Academy fitness test; a medical examination, which shall include medical history and a drug screen test as well as an extensive background investigation.

SALARY AND BENEFITS

(As of July 1st, 2025)

- Salary (As of July 1st, 2025): 1st year - \$71,122, 2nd year - \$78,846, 3rd year - \$81,516.
- Additional 3% raises to the above salaries July 1st, 2026.
- \$1,500 annual uniform allowance, \$750 Accreditation & \$300 Wellness annual incentive.
- Longevity pay after 5 years. (2.5% of base salary, up to 10% at 20 years of service)
- 4 Vacation Days after 6 months, 8 days after 1st year up to 24 Vacation Days after 15 years.
- 4 Personal Days immediately upon hire.
- Sick Time accrued at 1.5 days per month, 18 days per year,
- 13 Paid Holidays. (Equates to approx. \$4,000 annually, added to the above base salary)
- Excellent BC/BS Health Insurance / Dental Coverage.
- Employer supplied healthcare after retirement.
- Paid uniform cleaning. All uniforms and equipment provided.
- Ability to test for promotion after 3 years.
- 25-year pension plan through the Rhode Island M.E.R.S. Retirement System.
- Modern Police Headquarters, cruisers, equipment and technology along with an in-station gym.

The current Charlestown Fraternal Order of Police contract is available on the following website:

www.municipalfinance.ri.gov/contracts

QUESTIONS AND CONTACTS

Applicants who have questions regarding the process outlined in this booklet can direct them to the below contact or find more information on our website: www.charlestownpolice.org

Lieutenant Philip Gingerella Sr.

401-213-6902

pgingerella@charlestownpolice.org

PoliceApp Website: Scan code ➡

