

**CITY OF CRANSTON
DEPARTMENT OF PERSONNEL
ANNOUNCES AN OPEN COMPETITIVE CIVIL SERVICE EXAMINATION
FOR
POLICE OFFICER**

Starting Salary: \$45,559.28

SALARY & BENEFITS

- Annual step increases for four years to **\$63,516.44**
- Health and dental plan
- Pension plan
- Paid vacation

QUALIFICATIONS TO APPLY

- Must be 21 years of age by June 30, 2017
- Prior to June 30, 2017, you must have obtained an Associate's Degree; or a minimum of sixty (60) college credits.
- The college requirement will be waived for individuals who have served two (2) continuous years of active military service in the United States Army, Navy, Air Force, Marine Corps or Coast Guard or five (5) years continuous military reserve service or have graduated from a certified state or municipal police academy with a minimum of two (2) continuous years active full-time employment as a Corrections Officer or a Police Officer in a state, municipal or county law enforcement agency.
- Must have good communication skills, be self-motivated, and be able to multi-task during stressful situations.
- Must demonstrate a history of good work ethic and civil conduct.
- Weight must be proportionate to height.
- Be of good health, moral character and habits, and sound in body and mind.
- Individuals with felony criminal convictions (including those expunged) will be removed from consideration.
- Individuals with misdemeanor criminal convictions (including those expunged) may be removed from consideration depending on the facts and circumstances.
- Persons convicted of a misdemeanor crime of domestic violence will be disqualified per Federal Law (18 U.S.C. 922 (g) (9)).
- Driving history will be considered and may be disqualify some individuals.
- Persons with a driving history which includes "driving while impaired" will be disqualified.
- Must not test positive for a substance that is classified as illegal without a prescription in the State of Rhode Island.
- Upon appointment you must be a United States citizen and a resident of the State of Rhode Island. This qualification shall continue during the entire period of employment.

APPLICATIONS

Applications may be obtained at no charge in person at Cranston City Hall Room 107, or on the City of Cranston's website www.cranstonri.com. The application MUST BE mailed to City Hall 869 Park Avenue Cranston, RI 02910.

Attention: City of Cranston, Personnel Department

The application can also be obtained at www.policeapp.com/CranstonRI.

Processing fee is \$40.00. In addition to the on-line application you must complete and have notarized the waiver for the Physical Agility Test. **YOU WILL NEED THIS TO TAKE THE AGILITY TEST.**

All applications must be submitted by 11:59pm, Friday June 30, 2017.

DUTIES AND RESPONSIBILITIES

- Preserve the peace - protect life and property
- Prevent crime
- Detect and appropriately respond to violators of the law
- Enforce laws within departmental jurisdiction
- Maintain good community relations and treat people with dignity and respect
- Respond to all emergencies
- Ability to reason within life and death situations

POLICE OFFICER CORE COMPETENCIES

- Ability to use good judgement and to problem solve
- Capacity for empathy and compassion
- Capacity for multi-tasking
- Ability to demonstrate courage and to take responsibility
- Ability to be resourceful and show initiative
- Demonstrating assertiveness
- Possesses and demonstrates integrity
- Capacity for engaging in teamwork and ability to collaborate

EXAMINATION PROCESS

1. Physical agility test
2. Written test
3. Background investigation
4. Oral Interview
5. Civil Service eligibility list
6. Psychological examination
7. Physical medical examination and drug screening
8. Conditional offer of employment
9. Attendance and successful completion of RI Municipal Police Training Academy
10. Successful completion of the Field Training Program
11. Probationary period of one (1) year
12. Appointment as permanent police officer

PHYSICAL AGILITY TEST

The Physical Agility Test is conducted in accordance with the Rhode Island Municipal Police Training Academy. This test is graded on a pass/fail basis. Failure to pass the Agility Test shall prevent an applicant from advancing in the examination process. The Agility Test will take place on **July 15, 2017 at 9am at Cranston West High School 80 Metropolitan Ave Cranston, RI 02920.** Please refer to the Agility Test Standards found at www.RIMPA.gov. There is no makeup date and failure to appear on time will preclude you from participating. You must bring the completed and notarized wavier for the Physical Agility Test. **YOU WILL NOT BE ALLOWED TO TAKE THE AGILITY TEST WITHOUT THIS WAVIER.**

WRITTEN TEST

Applicants that have passed the agility test will proceed to the next phase which consists of a standardized written examination in reading, written communication, observation and memory, but not limited to other testing objectives. Please allow 3 ½ hours for the exam. You will be precluded from taking the exam if you do not appear on time. There is no makeup date.

If the application was submitted at City Hall the testing fee is \$25. Only Cash will be accepted. No credit/debit cards or checks. There is no written test fee for applicants that used PoliceApp.com

Applicants must present a valid photo identification.

BACKGROUND INVESTIGATION

Applicants who pass the agility and written tests will be provided an **Applicant Background Information Package** and will submit it to the Cranston Police Training Division at 493 Phenix Ave, Cranston, RI 02920. Applicants will be required to submit all required forms and documents. Incomplete background packets may be rejected. You must submit proof of College Degree with the Applicant Background Information Package. Please carefully read all information in the background package. Any questions may be directed to Lieutenant Mark Freeborn via phone (401-477-5074) or email (mfreeborn@cranstonpoliceri.com).

The applicant must have an acceptable background as determined during the investigation to continue to the oral board.

ORAL INTERVIEW

Applicants who have an acceptable background will proceed to an oral interview. The oral interview will constitute 40% of the final recruitment test score. A passing score will be 70%. The applicant must achieve a passing score in order to be placed on the candidate eligibility list

ELIGIBILITY LIST

The candidates who successfully complete the above-mentioned process will be placed on the civil service eligibility list, according to their final total numerical score to fill future vacancies. An updated background investigation will also be conducted prior to a conditional offer of employment. Candidates must successfully complete each step of this process to maintain their eligibility.

The comprehensive background investigation will consist of an integrity interview, extensive investigation of the candidate's history to include, but not be limited to, education, training, health, employment history, family, neighbors, references, character, credit, military, traits and any other areas as directed by the Chief of Police. The applicant must have an acceptable background as determined during the investigation to maintain their eligibility.

MEDICAL & PSYCHOLOGICAL TESTS / DRUG SCREENING

Under Rhode Island State Law, all police candidates must pass a physical exam, including a color blindness test, and a psychological examinations prior to being hired for a vacancy. Candidates must successfully pass all medical exams, psychological tests and drug screenings or they will be eliminated. In addition, candidates who have not already done so must then attend and pass all phases of the Rhode Island Municipal Police Training Academy.

Note: If offered employment, applicants will be required to swim 200 yards continuously using 100 yards of an approach stroke (crawl or breaststroke) and 100 yards of a tow stroke (sidestroke or elementary backstroke) in order to pass the Municipal Police Training Academy. Any inability to swim or to successfully complete these swimming requirements will prevent an appointment to the position of Police Officer.

All probationary status employees shall be required to complete a minimum of one (1) year as a probationary officer that includes assignment to the Field Training Officer Program. An officer's probationary period may be extended in accordance with City of Cranston Civil Service Rules. Failure to meet any requirements listed will result in removal from the list and/or employment.

PREFERENCE

Honorably discharged active duty war veterans who have received a passing final grade of 70% shall have five (5) points added to their final grade and disabled active duty war veterans shall have ten (10) points added to their final grade.

In order to receive credit for veteran's preference, an honorably discharged active duty war veteran must furnish a copy of his/her *DD 214*. A disabled active duty war veteran must submit proof that he/she has been classified as "disabled" by the Veterans Administration. **The DD 214 and proof of disability classification must be submitted at the time of the written examination.**

VETERAN DATES FOR ACTIVE DUTY WAR VETERANS

- August 20, 1982 to December 31, 1987
- December 20, 1989 to January 31, 1990
- August 2, 1990 to July 13, 1992
- September 18, 2001 - A period to be prescribed by law, an Act of Congress or Presidential Proclamation
- October 16, 2002 - A period to be prescribed by law, an Act of Congress or Presidential Proclamation

If you have been honorably discharged from active duty in Iraq, please submit a copy of the DD214. The City will determine if your status allows you Veterans points for this service.

IMPORTANT POINTS TO CONSIDER

Police Officer Applications will be distributed upon completion of the agility test.

- Please do not submit any applications to the Cranston Police Station. They will not be accepted or transferred.
- Failure to report to any phase of the testing process will result in automatic dismissal of the candidate.
- You will receive your results from the written examination in the mail. Please do not call asking for the results. You will also be informed of your position on the Civil Service List.
- It is your responsibility to notify us of any changes in your address and phone number. If you obtain a position on the Civil Service List the list is valid for two (2) years and can be extended to a total of three (3) years with the recommendation of the Director of Personnel and approval of the Mayor. You must keep us apprised of any changes during this period so that we can contact you for further consideration if vacancies occur.

*The City of Cranston is an Equal Opportunity Employer.
Women and minorities are strongly encouraged to apply.*

Cranston Police Department is a National Accredited Police Agency.

ALLAN W. FUNG
MAYOR



COLONEL MICHAEL J. WINQUIST
CHIEF OF POLICE

APPLICANT PHYSICAL AGILITY-TEST WAIVER

To Whom It May Concern:

I, _____ D.O.B. _____ of

(Address)

do hereby release and forever discharge the **City of Cranston**, and its servants, agents and employees including all members of the **Cranston Police Department**, their heirs, and executors and administrators from all claims, demands, actions, both in law and equity or especially all claims of any physical or mental injury or discomfort or accidental death arising out of participating in, taking part in and being allowed to take the **Cranston Police Department on July 15, 2017**. It is completely understood that I am taking the above mentioned action of my own free will.

Signature Date: _____

Notary Public Date: _____

Commission expiration