

## CITY OF BOYNTON BEACH, FLORIDA CLASSIFICATION SPECIFICATION

**CLASSIFICATION TITLE:**           **POLICE OFFICER RECRUIT**

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### **PURPOSE OF CLASSIFICATION**

**The City of Boynton Beach's Police Officers are responsible for** maintaining peace and safety, protecting life and property, and promoting community engagement and trust for the third largest municipality in Palm Beach County with an estimated population of approximately 75,000 residents. Boynton Beach Police Officers serve a highly diverse and multicultural community, which includes African Americans, Hispanics, French Creoles, Indigenous Americans, and Asians among its more than 75,000 residents.

**Officers carry out these responsibilities by:** patrolling an assigned area; responding to emergency calls; resolving conflicts; engaging in community policing and community relations, investigating crimes; rendering medical assistance; writing reports (using, software, computers, portable technology devices, and mobile data computers); handling crises or stressful situations, which may involve juveniles, the elderly, or the disabled; testifying in court; and enforcing Florida State laws and City Ordinances. Officers do this individually and sometimes as a member of a team, under direction of a supervisor. Once Officers have patrol experience they may be eligible to serve as part of a specialized unit (community policing, bicycle patrol, marine/boat patrol, motorcycle traffic enforcement, narcotics, criminal investigation, crime prevention, and others).

**To accomplish this important work** all Police Officers are expected to maintain their physical and mental fitness. All work is performed in accordance with City and Police Department policies and standard operating procedures.

### **KNOWLEDGE\***

- Knowledge of approved principles and practices of police work.
- Knowledge of applicable laws and ordinances.
- Knowledge of the City of Boynton Beach's geography, physical, cultural, and social characteristics.
- Knowledge of basic first aid methods, Stop the Bleed, and Mental Health First Aid.

*\*This specific knowledge may be acquired during the Police Academy and/or employment and is not necessary to have at the time of application.*

### **SKILLS, ABILITIES, AND OTHER CHARACTERISTICS**

- Read and comprehend police-related technical and legal information.
- Document (write) incidents and actions accurately, completely, and legibly using standard forms; must also document using computer software/programs.
- Communicate effectively using both spoken (in English) and non-verbal methods.
- Visually scan a scene for potential hazards, weapons, or evidence of a threat.
- Willingness to challenge or confront people when necessary and justified.
- Evaluate and choose between conflicting alternatives with partial or incomplete information.
- Compare letters, numbers, words, or pictures to determine those that are the same or different.
- Apply prior experience and knowledge to assess a specific situation (for example, recognize criminal activity, identify evidence, recognize potential hazards or threats, etc.).
- Take immediate action in an emergency or evolving situation.
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Adapt own actions to rapidly changing conditions based on the nature of the situation.

- Observe, remember, and identify what is unique about individuals, vehicles, or property (such as, physical appearance, clothing, vehicle model, color, or damage, etc.).
- Safely operate an emergency vehicle while under various road and weather conditions. Safety and effectively use standard issued police equipment and tools.
- Establish control of a situation through oral commands, body language, and demeanor.
- Recognize and appropriately respond to citizen needs.
- Show compassion, emotional support, and empathy for others.
- Explain and educate others regarding standards of acceptable and unacceptable behavior using plain, non-offensive language. Accept responsibility for own actions.
- Work harmoniously with people and agencies, who you do not have control over, to achieve a common goal.
- Complete tasks with specified level of detail and accuracy.
- Maintain the level of physical conditioning, fitness, and endurance needed to perform essential duties.
- Maintain control of emotional reactions and impulses while taking charge of or handling a disagreeable or dangerous situation.
- Climb, balance, stoop, kneel, crouch or crawl in the pursuit of suspects and/or in crime scene investigations.
- Stand, walk, or run in the apprehension of suspects.
- Lift, carry, push or pull persons, vehicles, or property.
- Communicate and interact courteously and effectively with the public in all situations in which you are representing the City.

#### **MINIMUM QUALIFICATIONS:**

- Be a United States citizen (U.S. born or naturalized).
- Have a high school diploma or General Education Development (GED) equivalent, which includes United States Armed Forces Institute (USAFI) tests. *Equivalence of non-U.S. education must be approved by the State of Florida's Criminal Justice Standards and Training Commission.*
- Be at least 21 years of age at time of hire and at least 19 years of age at time of application.
- Successfully passed the Florida Department of Law Enforcement's Basic Ability Test.
- Possess, or be eligible to obtain within seven (7) calendar days of hire, a valid Florida driver's license.
- Successfully complete any hiring process assessments.
- Additional training and/or certification(s) may be required as appropriate to assignment.
- Completed at least sixty (60) college credit hours toward an advanced two (2) year degree or higher from an accredited private or public institution with at least a documented GPA of 2.0.

#### ***Substitutions for College Credit Requirements:***

- The college credit hours requirement may be waived for U.S. military personnel who have at least two (2) years on active duty and received a discharge under honorable conditions. *This documentation must be attached to this application.*
- The college credit hours requirement may be waived for Boynton Beach Police Explorers participants who have completed three years in the program. *Documentation of participation beginning and ending dates must be included in the appropriate field in the Supplemental Questions in this application.*

#### **PREFERRED ADDITIONAL QUALIFICATIONS**

- Have at least one year of experience volunteering or working with community organizations, including social or faith-based groups that show your ability to positively and effectively interact with people from a variety of cultures, languages, disabilities and socio-economic situations. *Additional information about your experience must be documented in the appropriate field in the Supplemental Questions in this application.*
- Have at least one year of experience during which you had to establish and maintain a positive and effective relationship with others, i.e. working together as part of a team. *Additional information about your*

experience must be documented in the appropriate field in the Supplemental Questions in this application.

• Have fluency in a language other than English, especially languages frequently used by Boynton Beach residents and visitors which include: Spanish, French Creole, Portuguese, Asian/IndoEuropean languages, and/or American Sign Language. *The City reserves the right to verify fluency.*

#### **SUPPLEMENTAL INFORMATION:**

##### **POST-OFFER REQUIREMENTS**

*Candidates who are selected for hire are first provided a "conditional offer" and are then required to successfully complete all of the following:*

- Basic Motor Skills Test (BMST)
- Physical Exam
- Drug Screen
- Psychological Evaluation
- Comprehensive Background Investigation
- Computer Voice Stress Analysis (CVSA) or similar assessment tool
- Police Academy Training (22 weeks)
- Florida Department of Law Enforcement Certification

##### **DISQUALIFYING CONDITIONS**

Below is a list of factors that will disqualify you from being considered for employment as a Police Officer for the City of Boynton Beach. This is not an exhaustive list, and other factors, such as moral character, may be considered on a case-by-case basis. Moral character may include, but is not limited to, factors such as criminal activity (e.g. crimes against society, persons, or property) as well as prior work history or general life experiences. These factors are considered on a case-by-case basis which may include, among other elements, the facts of each case, your age at the time, and the number of incidents.

***Within the past 3 years (36 months) you must NOT have had any of the following:***

- 8 or more points on your driving record
- Traffic-related suspension of your driver's license
- Revocation of your driver's license
- 4 or more moving violations
- Conviction or case pending for DUI, DWI, BUI, or Hit and Run
- Outstanding traffic warrants or current pending citations (including unpaid traffic fines)

***At any time, you must NOT have had any of the following:***

- Convicted of, or pleaded guilty or *nolo contendere* to, any felony offense
- Convicted of, or pleaded guilty or *nolo contendere* to, any misdemeanor offense involving perjury, making a false statement, or domestic/family violence (including abuse of any high-risk population: children, elderly, or disabled).
- Received less than an Honorable Discharge from any of the U.S. Armed Services.
- Must NOT have body art or branding (of any kind) that:
  - Covers your head, neck, or hands. Body art on other areas must be covered/concealed.
  - Contains words or images depicting swear words, nudity, gang signs or affiliations, disrespect to any protected class including sexual orientation or sexual identification, or similarly offensive art.
  - Additional restrictions on body art, branding, scarification, or piercing may be determined at the discretion of the Chief of Police on a case-by-case basis.

***Within the past 12 months you must NOT have used or currently use any of the following:***

• Tobacco products, which include, but may not be limited to: cigarettes, cigars, pipes, smokeless tobacco, e-cigarettes, vaping devices of any kind.

***Must NOT currently:***

• Be under criminal investigation or have criminal charges pending.