



CITY OF BREMERTON
invites applications for the position of:

Police Officer (Entry Level)

SALARY: \$31.09 /Hour

OPENING DATE: 01/16/14

CLOSING DATE: Continuous

GENERAL FUNCTION:

Before filing an application with the City of Bremerton applicants must first apply and take the written and physical ability tests through www.publicsafetytesting.com.

This recruitment is open until closed by the Civil Service Officer.

Provides emergency aid, security and protection to the citizens of Bremerton by patrolling business and residential areas, responding to requests for information and assistance, investigating criminal activity and otherwise ensuring the proper enforcement of laws and regulations.

REPRESENTATIVE ESSENTIAL DUTIES AND RESPONSIBILITIES:

(Note – This list is intended only to illustrate the various types of work that may be performed. The omission of specific statements does not exclude them from the position.)

- Patrols as directed in preventing crime and to enforce federal, state and city laws and regulations.
- Observes, reports, and acts on conditions conducive to crime and danger such as checking buildings for security, assisting other officers on traffic stops and checking suspicious persons and vehicles. Reports traffic hazards and directs traffic flow when necessary.
- Determines the nature of a call, investigates the circumstances, and takes any necessary and prudent action, such as making arrests and transporting prisoners. Searches prisoners, collects personal effects and assures proper safeguarding of personal effects.
- Provides assistance to the public in emergency and non-emergency situations. Administers first aid and requests medical service. Performs crisis intervention in sensitive situations such as family disputes. Provides general information to the public on laws and ordinances. Assists persons with complaints and inquiries or directs them to the appropriate authorities.
- Prepares a variety of records and reports, such as reports on arrests, property impounded, accidents, offenses, and damage to property; assists in searching, booking, processing and supervising prisoners.
- Performs investigative assignments on serious crimes. Conducts interviews of victims, witnesses and suspects and submits progress reports on cases under investigation. Collects and documents evidence and may arrest suspects.
- Appears in court, and is available to testify in matters which the officer has knowledge of.
- Maintains proficiency in the use of police related equipment.
- Prepares and maintains legible, concise and understandable activity logs and other related or similar types of information as a personal reference record of incidents and details.
- May perform special assignments including investigation, crime prevention, traffic control, or K-9.
- May assist in the training of new employees and reserves.
- Checks business and private property for security. Investigates such conditions as open doors, broken windows, vehicles parked in suspicious places.

Other Duties

Regular attendance is an essential requirement
Performs related work as assigned and/or required

QUALIFYING EDUCATION AND EXPERIENCE (MINIMUM REQUIREMENTS):

- Possess a High School diploma or General Education Degree (GED)
- Must meet required physical and medical standards and all Civil Service requirements.
- Read, speak and write the English language.
- A valid Washington State driver's license with a good driving record is required.
- Pass a comprehensive background investigation including financial investigation, polygraph and/or truth verification examination, physical fitness/agility test and psychological and medical evaluations.
- Must successfully complete Washington State Law Enforcement Training Commission Academy.
- Washington State Peace Officer Certification must be obtained within one year of hire.
- Must be twenty-one (21) years of age at time of hire.
- Must be a US Citizen.

Knowledge of:

Federal, state, county and city laws, regulations and ordinances as they pertain to law enforcement duties and responsibilities.

Ability to:

Analyze situations and adopt a quick, effective and reasonable course of action, particularly under conditions which are psychologically and emotionally stressful.

Communicate effectively with persons in physical and/or emotional distress.

Administer first aid or perform other lifesaving procedures in accordance with training.

Write clear and accurate reports.

Adapt to and utilize current and new technology, devices, equipment, computers and software.

Skill in:

Use and care of firearms. Must be able to routinely qualify with and proficiently operate all assigned weapons, including the ability to accurately fire, clear malfunctions, disassemble and clean weapons.

Driving motor vehicles under emergency and non-emergency conditions.

Properly operating and maintaining police issued or assigned equipment.

Observation and the ability to remember names, faces and details of incidents.

EXAMINATION PROCESS:

To apply for this position all applicants must apply through www.publicsafetytesting.com. This agency will administer the written and physical ability tests. The names of all applicants passing the written and physical tests will be forwarded to the Civil Service Officer. In order to be invited to the Oral Examinations candidates must pass the physical and written tests, and then complete a City of Bremerton Application (with personal résumé.)

Physical Agility Examination: Using a series of physical exercises applicants' potential strength and ability to perform assignments will be tested (300-meter run, push-ups, sit-ups, 1.5 mile run/walk.) Failure in any one of the four (4) events will disqualify applicants.

Written Examination: The examination will measure the following: deductive reasoning, flexibility of closure, inductive reasoning, information ordering, spatial ordering, written comprehension, written expression, non-cognitive traits.

Oral Board Examination: Top qualifying applicants will be invited to participate in the Oral Examination. An examination panel will evaluate applicant's application packet and personal résumé and through an Oral Examination assess candidate's knowledge, skills and abilities to perform the job.

Placement on the Civil Service register is determined by weighted examination scores as follows:

Written Examination - Passing Score 70% - Weight 40%

Physical Agility Examination - Pass/Fail

Oral Board Examination - Passing Score 70% - Weight 60%

Application materials required after passing the Written and Physical Agility Examinations: City application and personal résumé.

APPLICANTS SELECTED FOR HIRE MUST SUCCESSFULLY PASS A DRUG AND ALCOHOL TEST, BACKGROUND INVESTIGATION INCLUDING CRIMINAL HISTORY, TRUTH VERIFICATION EXAMINATION, PHYSICAL EXAMINATION, AND PSYCHOLOGICAL EXAMINATION.

Any applicant who wishes to appeal any part of an examination shall file an appeal in writing with the Civil Service Officer within five (5) working days (Civil Service Rule 9.29A) following administration of the examination.

Application packets may be obtained from the City of Bremerton Human Resources Department, City of Bremerton's webpage, OR by calling the Civil Service Officer at (360) 473-5833.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.ci.bremerton.wa.us>

Position #2014-00006
POLICE OFFICER (ENTRY LEVEL)
CB

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