



CITY OF RENTON  
invites applications for the position of:  
**Police Officer - Entry  
Level**

An Equal Opportunity Employer

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**SALARY:** See Position Description

**OPENING DATE:** 07/01/13

**CLOSING DATE:** Continuous

**UNION AFFILIATION:** Police Officers' Guild - Commissioned

**DEPARTMENT:** Police

**JOB DESCRIPTION:**

**SALARY INFORMATION:**

\$4,963 - \$6,642 per month, plus 6.25% base pay for shift officers; plus 3% for physical fitness; plus 4% for AA or 6% for BA/MA. (City contributes 3% of base wage towards deferred compensation plan.) The potential salary amount based on the shift pay and education premiums above is \$7,721 per month. Bilingual 3%.

Under the direction of a Police Sergeant, perform general duty police work involving the protection of life and property; the enforcement of laws and ordinances; prevention and investigation of crimes and maintenance of order, on an assigned shift, in a patrol car, on a motorcycle or bicycle, or on foot.

**EXAMINATION PROCESS:**

Please visit [PublicSafetyTesting.com](http://PublicSafetyTesting.com) to begin the application process. You may only apply using the City of Renton online application for this position after successfully completing the written exam and physical agility testing process with Public Safety Testing. As of January 1, 2016 there are Police Officer 6 openings.

**REPRESENTATIVE DUTIES, KNOWLEDGE, AND ABILITIES:**

**\*Respond to emergency and routine dispatched calls as directed.**

**\*Patrol the City on an assigned shift in a police vehicle, on a motorcycle, bicycle, or on foot; patrol business and residential districts occasionally on foot to provide an element of safety by obvious visibility; look for crimes or potential crimes in progress.**

**\*Answers calls and complaints involving criminal and noncriminal activities, fires, traffic collisions, domestic situations, disturbances and takes appropriate police action.**

**\*Administers emergency first aid to injured or incapacitated persons as required.**

**\*Stop traffic violators, identify suspicious individuals and take appropriate action; apprehend violators or offenders of the law, sometimes involving a substantial element of personal danger and use of physical force.**

**\*Tactfully diffuse verbal or physical confrontations.**

**\*Utilize and maintain a variety of specialized equipment such as firearms, police vehicles, radios, batons, handcuffs, pepper spray, electrical control devices, breath testing equipment and others according to established procedures; maintain proficiency in driving and the use of firearms.**

**\*Search for lost or wanted persons.**

**\*Direct traffic when required.**

**\*Determine when a lawful search or arrest can or should be attempted; determine when physical force should be used on an individual and the extent of such force as governed by department General Orders.**

**\*Develop knowledge about known offenders and correlate reported offenses; recover lost or stolen property; prepare affidavits and search warrants; interview witnesses and suspects; use informants and other investigative aids.**

**\*Appear in court to present evidence and to testify against persons accused of crimes.**

**\*Write police and other related reports.**

**\*Provide assistance and direct citizens to appropriate resources as necessary.**

**\*Take direction from a police supervisor.**

**\*Participate in training programs as required.**

**\*Remain current with relevant technological advancements as it relates to assignment.**

Perform related work as required.

**\*Denotes an essential function**

#### **KNOWLEDGE AND ABILITIES:**

##### ***KNOWLEDGE OF:***

- City ordinances, applicable federal and state laws, WAC rules and department General Orders.
- Modern police methods and procedures.
- Geography and street locations.
- Laws of arrest, search and seizure, including legal ramifications of action taken.
- Principles of crime and accident investigation.
- Basic techniques of crime prevention.
- Basic techniques of criminal investigation.
- Identification and preservation of evidence.
- First aid principles and applicable procedures.
- Organization and planning.

**ABILITY TO:**

- Effectively use and care for various types of firearms and other less/non lethal weapons or devices.
- Operate police vehicle and other police equipment in emergency situations.
- Deal with the public courteously, firmly, and effectively.
- Establish and maintain cooperative and effective interpersonal relationships.
- Work as an individual or as a team to accomplish a goal or objective.
- Analyze dangerous situations rapidly and accurately and adopt an appropriate course of action.
- Work and maintain control in stressful, hostile, and hazardous situations.
- Enforce all applicable laws.
- Prepare clear and concise reports.
- Act without direct supervision and exercise good judgment and independent discretion.
- Understand and carry out oral and written instruction.
- Communicate effectively, both orally and in writing.
- Manage situations firmly, courteously and tactfully, with respect for the rights of others.
- Deal effectively with violations of rules, policies, and procedures on an impartial basis.
- Maintain a high standard of physical fitness.
- Utilize current and emerging technologies as they relate to assignment.

**EDUCATION, EXPERIENCE, AND OTHER REQUIREMENTS:**

Any combination equivalent to: graduation from a standard high school, vocational school or equivalency.

**POLICE OFFICER – ENTRY LEVEL:**

- Must be able to pass the Washington State Criminal Justice Basic Law Enforcement Training Course.

**LICENSES AND OTHER REQUIREMENTS:**

- Ability to read and write the English language
- United States citizen
- Good physical condition
- Not less than 21 years of age at the time of examination
- Ability to pass entrance examination successfully and meet the minimum medical and health standards adopted by the Civil Service Commission
- Valid Washington State driver's license by date of hire
- Stringent personal background investigation; polygraph examination, psychological evaluation conducted by a psychologist; and a medical physical, including a drug-screening test
- Must be able to qualify for the ACCESS Certification

**WORKING CONDITIONS:**

Work is performed in the field, often in dangerous or emergency circumstances requiring vigorous physical activity and exertion.

**SELECTION PROCEDURE:**

Those individuals who have passed both the written and physical agility tests will have their information forwarded to the City of Renton by Public Safety Testing. A 70% on the written exam is required to move forward in the process. An oral board interview may be scheduled for the top candidates. Candidates must obtain an 80% passing score in the oral board to be placed

on the Eligibility List. A combined (interview weighted at 70% and the written test weighted at 30%) minimum score of 70% is required for placement on the eligibility list.

PST allows you to apply for a testing fee waiver and you must show proof of a verifiable financial hardship. Once they receive your completed testing fee waiver form, they will evaluate it and respond to you as soon as possible. Please submit this form **at least two weeks** prior to your desired test date. The waiver form may be found by clicking here: [Testing Fee Waiver Form](#).

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APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.rentonwa.gov>

Job #2013 ELPO  
POLICE OFFICER - ENTRY LEVEL  
BS

OUR OFFICE IS LOCATED AT:

1055 South Grady Way

Renton, WA 98057

425-430-7660

[bsandler@rentonwa.gov](mailto:bsandler@rentonwa.gov)

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### Police Officer - Entry Level Supplemental Questionnaire

- \* 1. Have you successfully tested with Public Safety Testing?  
 Yes    No
  
- \* 2. If you answered "No" to the above question, please do not continue with this application process at this time. You must complete the written and physical agility test with Public Safety Testing prior to submitting this online application. If you answered "Yes" to the question above, please specify the month and year you completed the testing.
  
- \* 3. Please enter your most recent written score with Public Safety Testing that was submitted to the City of Renton.
  
- \* 4. Are you 20 1/2 years of age or older?  
 Yes    No
  
- \* 5. Are you a United States Citizen?  
 Yes    No
  
- \* 6. Do you have a valid driver's license?  
 Yes    No
  
- \* 7. If you answered "Yes" to the question above, list the State where the license is issued, driver's license number, and expiration date. If you answered "No," enter N/A.
  
- \* 8.

Have you ever been charged with, forfeited bail on, or been convicted of any traffic law violation?

Yes  No

- \* 9. If you answered "Yes" to the question above, give date(s), location(s), charge(s) and the disposition of each. If you answered "No," enter N/A.
  
- \* 10. Have you ever had your license suspended in this state or any other state?  
 Yes  No
  
- \* 11. If you answered "Yes" to the question above, give date(s), location(s), and reasons for suspension(s). If you answered "No," enter N/A.
  
- \* 12. Have you ever been charged with a misdemeanor or felony?  
 Yes  No
  
- \* 13. If you answered "Yes" to the question above, list all arrest information (other than traffic) including date(s), location(s), charge(s). If you answered "No," enter N/A.
  
- \* 14. Starting with the most current, list all residences for the past five years. Include street address, city-state-zip, moved in date and moved out date.
  
- \* 15. Have you completed any other Civil Service Police Officer exams within the past 12 months?
  
- \* 16. Are you currently on an active hire list?  
 Yes  No
  
- \* 17. If you answered "Yes" to the question above, list what department, date of test given, and your numerical position. If you answered "No," enter N/A.

\* Required Question