



CITY OF AUBURN
 invites applications for the position of:
**Entry Level Police Officer (apply by
 invitation only)**

25 WEST MAIN STREET
 AUBURN, WA 98001
 HUMAN RESOURCES: 253-931-3040
www.auburnwa.gov

An Equal Opportunity Employer

SALARY

<u>Monthly</u>	<u>Annually</u>
\$5,387.70 - \$6,813.02	\$64,652.40 - \$81,756.24

OPENING DATE: 09/03/15

CLOSING DATE: Continuous

DEPARTMENT: Police

POSITION DETAILS: *****Only applicants who have gone through Public Safety Testing may apply for this position.*****

***Please visit the Public Safety Testing
<https://www.publicsafetytesting.com/> more information and to
 apply***

This is general duty police work involving the protection of life and property, enforcement of laws and ordinances, maintenance of order, and prevention and investigation of crimes.

Work is performed according to departmental regulations and procedures prescribed by superior officers and normally consists of routine patrol, traffic regulations, and crime prevention and investigation on motorcycles, or on foot.

Work involves a substantial element of personal danger and employees must be able to act without direct supervision and exercise independent discretion in emergencies.

All assignments in this class involve responsibility for recognizing the social importance of police functions, for tactful and courteous treatment of the public, and for conscientious and efficient performance of duties under little direct supervision.

Employees may be assigned to work on special assignments which call upon specialized ability and knowledge usually attained through experience as a uniformed Police Officer.

Assignments and general and special instructions are received from superior officers who review work by personal inspection, check of reports,

and general appraisal of the effectiveness of the employee and the entire police service.

PRIMARY DUTIES

- Successfully complete the Basic Law Enforcement Academy provided by the Washington Criminal Justice Training Commission;
- Learn and apply knowledge of basic first aid procedures;
- Resolve a variety of potentially volatile and dangerous situations in a calm, confident, and effective manner;
- Drive a patrol car under normal and adverse conditions;
- Train and use firearms safely in accordance with departmental rules;
- Clean and maintain assigned firearms and vehicles;
- Understand and carry out oral and written instructions;
- Learn, interpret and apply modern principles, practices, and procedures of police work;
- Write clear and comprehensive reports;
- Work with the public and coworkers in a professional and courteous manner;
- Show initiative in performing job functions, and ability to enforce federal, state and local laws.

MINIMUM QUALIFICATIONS

- You must be a United States citizen;
- You must be able to read, speak, and write the English language fluently;
- You must possess a high school diploma or GED;
- You must be at least 20.5 years of age at the time of application - and be 21 years of age by date of appointment;
- You must be able to meet the requirements of physical and medical standards prescribed in City of Auburn Civil Service Rule 21.01;
- You must possess a valid motor vehicle operator's license. A valid Washington State driver's license is required for employment and driving history will be thoroughly assessed during the hiring process.

ADDITIONAL INFORMATION

AUTOMATIC DISQUALIFIERS FOR POSITION OF POLICE OFFICER

Driving:

- Three or more traffic crime convictions in last 10 years (DUI, Suspended, Reckless, etc.).
- Suspension of driver's license within past 5 years.

Drug Use:

- Marijuana use within the past 12 months.
- Illegal drug substance usage or exposure within past 5 years.
- Illegal use of illegal drugs in the last 5 years.
- Illegal use of ANY controlled substance while employed in a criminal justice capacity.
- Illegal opiate use.
- Hallucinogen use within past 7 years. No more than 2 uses total.
- Illegal use of 3 or more different controlled substances.
- Other drug use outside these standards will be considered on a case by case basis.
- No illegal sale of ANY drug, including marijuana.
- Illegal use of dangerous drugs or narcotics, other than marijuana, for any purpose more than 3 times in lifetime, and no use within the past 5 years.
- Pattern of illegal use of prescription medication.

- Please note the time frame on the above listed items starts when filling out the application for employment.

Criminal Activity:

- Any adult felony conviction.
- Any misdemeanor, or felony conviction while employed in a criminal justice capacity.
- Adult misdemeanor convictions will be carefully reviewed.
- Juvenile felony conviction will be carefully reviewed.
- Any conviction of any crime under a domestic violence statute.
- Unlawful sexual misconduct.

Employment:

- Three or more terminations, or leaving employer in lieu of termination.
- Dishonorably discharged from the United States armed forces.
- Dishonesty and/or lying during any stage of the hiring process.
- Falsified his or her application, personal history packet, or any other forms during hiring process.

Financial:

- Failure to pay income tax or child support.
- Current credit accounts, or unresolved accounts in collection will be carefully reviewed.

ORAL BOARD (PANEL) INTERVIEWS

Only applicants that receive a passing score on the written examination through Public Safety Testing will be eligible for an Oral Board interview.

ELIGIBILITY LIST

Placement on the Civil Service Entry Level Police eligibility list is based on an applicants' final Oral Board score, to include any applicable veterans' preference.

AUBURN POLICE DEPARTMENT

The Auburn Police Department is a nationally accredited police department. This accreditation establishes the department as a professional organization that strives to achieve standards of law enforcement excellence. The department was also the first municipal police department to be state accredited. The Auburn Police Department seeks highly qualified applicants who possess strong personal attributes that qualify them to promote the professional standards of law enforcement.

The City of Auburn is an Equal Opportunity Employer. We are committed to a diverse workforce to positively reflect the community in which we serve. Women, minorities, and veterans are encouraged to apply.

**THANK YOU FOR YOUR INTEREST IN EMPLOYMENT WITH THE CITY
OF AUBURN.**

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Entry Level Police Officer (apply by invitation only) Supplemental Questionnaire

- * 1. Have you tested with PublicSafetyTesting.com? DO NOT APPLY if you have not tested with PublicSafetyTesting.com AND received an application notification e-mail, from the City of Auburn Human Resources Department. PublicSafetyTesting.com
 Yes No

- * 2. Have you received an application notification e-mail from the City of Auburn Human Resources Department? DO NOT APPLY if you have not tested with PublicSafetyTesting.com AND received an application notification e-mail, from the City of Auburn Human Resources. PublicSafetyTesting.com
 Yes No

- * 3. Provide the code from your City of Auburn Human Resources application notification e-mail.

- * Required Question