



CITY OF OPA-LOCKA JOB POSTING

Non-Certified Police Officer (Trainee)

City of Opa-locka

Posted Date: 09/28/2010

Closing Date: 10/19/2010

Salary: \$28,000 Annually

Nature of Work:

A Police Trainee is an At-Will, Non-Sworn training level position. A trainee participates in a comprehensive training program at Miami-Dade Community College for a period of approximately six months. The City furnishes tuition costs, uniforms, safety equipment, and materials required at the academy. Academic progress and physical achievement are closely monitored during this training period. Upon successful completion of the academy, trainees may be considered for appointment to the position of probationary Police Officer. If you are selected to become a probationary Police Officer you will be required to sign a contract agreeing to remain in employment with the City of Opa-locka for two (2) years from your appointment date as a probationary Police Officer.

Minimum Qualifications:

To qualify as a Police Trainee you must meet all of the following qualifications).

- Must be at least 19 years of age by the date of appointment. (Please note that for this purpose, appointment is defined as date of hire).
- Possess a High School Diploma from an accredited United States High School or GED from the United States (or its equivalent).
- Be a citizen of the United States prior to appointment. Fla. Stat. § 943.13(2); (please note that for this purpose, appointment is defined as date of hire). Applicants who are not United States citizens must have applied for citizenship by application closing date.
- Have a valid Florida Driver's License prior to appointment and an acceptable driving record.
- Pass the State of Florida guidelines as determined by the Florida Department of Law Enforcement for entrance into the police academy.

TENTATIVE EXAMINATION PROCESS

Application Screening Test: To begin the hiring process you must submit an application for Police Officer. Applications are available on line at www.opalockafl.gov. Currently, we are accepting applications on a continual basis, however, deadline dates will be set for testing applicants at the departments' discretion. Applications will be screened for completion and content. Only applicants who pass this screening test will be notified and invited to the next phase of testing.

Background Investigation: If you are selected from the eligibility list, you will subject to an extensive background.

Oral Board Exam: The oral board panel typically consists of several sworn and non-sworn police personnel who conduct the interview. You will be asked a series of questions about yourself, the department, your qualifications for the job, and basic understanding of policing and/or the law. You may also be asked questions about hypothetical situations to test your ability to make decisions and use sound judgment and common sense. After the oral board an eligibility list is established. Those selected from the eligibility list will continue in the process.

Medical Exam: A medical exam will be scheduled to assess your overall medical suitability for the position.

Physical Agility: A physical agility test will be administered following the medical examination.

Polygraph Exam: A polygraph examination will be administered to all candidates.

After review by the Chief's Office, those who clear the background investigation and the polygraph exam may be given a conditional offer of employment.

Psychological Evaluation: A psychological evaluation will be scheduled for those who successfully complete the background investigation. The psychological evaluation consists of written tests and an interview with a designated psychologist to determine your suitability for the position.

Employment Eligibility List: An Employment Eligibility list is established for those applicants who successfully pass the above testing processes. Those selected from the eligibility list will continue in the process. This list is good for up to twelve (12) months from the date the list is certified. The City Reserves the right to modify the selection process and/or revise the tentative examination schedule at any time as well as extend the list for an additional six (6) months.

To apply please submit an Official City Application Form along with a Resume to:

**City of Opa-locka Human Resources Department
780 Fisherman Street 4th Floor, Opa-locka, Florida 33054
Tel (305) 953-2815 www.opalockafl.gov**

Applications/Resumes will be accepted Monday - Friday 9:00 am – 4:30 pm.

All applications must be received by 4:30pm on the closing date to be considered