

CITY OF NORTH MIAMI

EMPLOYMENT ANNOUNCEMENT

OPEN
NON-COMPETITIVE
CS-1347

POLICE OFFICER TRAINEE (703)
(Recruitment #00045)
\$727.60/week

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Selected non-certified applicants are appointed as Police Officer Trainees on a probationary basis. During academy, salary is \$727.60/week. Upon satisfactory completion of academy and receipt of State of Florida Law Enforcement Officer certification, trainees are promoted to probationary Police Officers at a starting salary currently set at \$46,072/year.

Applications will be accepted until Friday, March 23, 2012. Only complete applications will be processed in the order in which they are received.

You must provide an email address. Emails can be set up at your local public library. If no email address is provided, you will not be notified of your status and will not be considered for the position.

GENERAL STATEMENT OF DUTIES:

Following completion of academy and receipt of State of Florida Law Enforcement Officer certification, candidates appointed to Police Officer perform general police duties consisting of patrolling an assigned area, responding to requests for police service, conducting preliminary investigations and performing other related duties in accordance with established criteria. A Police Officer is required to exercise initiative and discretion in the performance of his/her duties and will be faced with emergency situations. This work involves an element of personal danger.

REQUIREMENTS:

1. Minimum age: **21 (original documents required at time of application)**
2. Must be a U.S. citizen **(original documents required at time of application)**
3. Must have high school diploma or equivalent **(original required at time of application)**
4. Must possess valid Florida driver's license, Class E or higher, and meet North Miami Police Department driving standards **(original license required at time of application)**
5. Must be of good moral character
6. Never have received a dishonorable discharge from any branch of the U.S. armed service
7. Must have 20/30 vision or better (corrected or uncorrected).
8. Must qualify on all of the following tests at Broward College, Davie Campus, School of Criminal Justice; Miami Dade College, Criminal Justice Institute, or at any FDLE approved location offering these tests: **(original results required at time of application)**
 - Basic Abilities Test (BAT) – Required Score: Passing score determined by testing facility: Miami Dade College LEBAT = 71% or better; Broward College CJBAT for LE = 79% or better. Must be completed within the last 4 years
 - Test of Adult Basic Education (TABE Test) – Min. Score Required – Language, Reading and Spelling 11.0; Math 10.0 – Must be completed within the last 2 years (Bachelor's degree from accredited college/university will be accepted in lieu of TABE test – **Transcripts (not copy of diploma) must be submitted at time of application**)
 - Motor Skills/Physical Abilities Test – Must be completed within the last 6 months **(BSO Certified Officer motor skills test is not accepted)**

NOTE: Applicants are responsible for contacting Broward or Miami Dade College for BAT, TABE and Motor Skills/Physical Abilities tests, or any other FDLE approved location to register, schedule testing and pay all fees associated with testing. Medical release is required prior to performing the Motor Skills/Physical Abilities Tests. Contact testing facility immediately to schedule tests, as dates/times are limited.

Original results of the above listed tests must be submitted to the Personnel Administration Department at time of application.

The Selection Process: Prior to employment, all applicants placed on the Eligible List will be required to qualify on the following: Personnel History Questionnaire (PHQ); Truth Verification Examination (CVSA); Psychological Evaluation; Complete Background Investigation; Comprehensive Medical Examination, including drug screen; Interview with the Police Chief

Failure to qualify on any of the above listed tests/selection phases will result in disqualification for this position.

02/06/12

Candidates must pass a background investigation and medical examination prior to employment. Per Federal law, we hire only U.S. citizens or lawfully authorized aliens who provide proof of their identity and employment eligibility.

VETERAN'S PREFERENCE will be given to eligible veterans and spouses of veterans as outlined in Florida Administrative Code 55A-7, Florida Statutes, Chapter 295 & Chapter 2003-42 Laws of Florida. Candidates claiming veteran's preference must present original or certified copy of DD214 and proof of disability dated within the last twelve (12) months (if applicable) at time of application.

REASONABLE ACCOMMODATION: Personnel Administration will make efforts to reasonably accommodate persons in the examination process. Please advise of special needs in advance by calling (305) 895-9867.

APPLY IN PERSON: Personnel Administration, City Hall, 776 N.E. 125 Street, 8:00 am to 4:45 pm Monday through Friday. Applications available on the City website (www.northmiamifl.gov)

THE CITY OF NORTH MIAMI MAINTAINS AN ALCOHOL AND DRUG FREE WORKPLACE AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, GENDER, NATIONAL OR ETHNIC ORIGIN, AGE OR DISABILITY.
EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER.