



Updated effective November 19, 2009

POLICE OFFICER

Tooele City Corporation is an equal opportunity employer and does not discriminate with respect to any qualified applicant with a disability or disabilities.

Tooele City will be filling (2) opening for **Police Officer**. Our application window for these positions is now closed. Applicants who applied before the closing deadline are reminded that our last physical fitness testing session is on Saturday, November 21, 2009 at 9:00 a.m. You must have passed Tooele City's physical fitness test in order to remain an active applicant.

We had a higher than expected response to this advertisement with over 100 applicants. As such, we will be establishing three qualification groups. They are as follows:

Group 1 Applicants – Our immediate focus will be on applicants who are already LEO certified and those who will be certifiable within the next two months. At this time we have not identified those applicants who will be invited back for a second interview. Not all applicants will be invited for an interview.

Group 2 Applicants – If we do not find the right candidate from our qualified Group 1 Applicants, we will then be focusing our attention on our applicants who have SFO certification, veteran's preference, work experience relevant to police work, advanced degree in a relevant field, or bi-lingual Spanish speaking abilities.

Group 3 Applicants – If we do not find the right candidate from our Group 1 or Group 2 Applicants, we will then consider the remaining applicants. To increase your potential for consideration, Tooele City encourages applicants to gain relevant work experience, education, or skills and abilities that will increase your qualifications for the position.

Tooele City Police Department's dress and grooming standards prohibit visible tattoos. In the summer the uniform is short sleeve and tattoos may not be visible. Applicants who are unable to meet our dress and grooming standards due to visible tattoos on their arms, face, head, neck (or other location visible while in uniform) will not be eligible for consideration.

Pre-employment drug screen required and comprehensive background check including, but not limited to, criminal records review and DMV records review are required. ADA/EEO Employer

TO APPLY

The application period for this opening has closed. You may however, submit an application to Tooele City HR, 90 N. Main, Tooele, UT 84074 and it will be held in our recruitment file until August 2010. If a new testing window is opened up, we will send notice to the address on file.

ADDITIONAL QUESTIONS & ANSWERS

Tell me about Tooele City and the Police Department.

Tooele City Corporation is approximately 30 miles west of Salt Lake City and is nestled in a valley below the beautiful Oquirrh Mountains. Our police department serves a population of 33,000 residents. The department has grown by 5 positions since 2005 from 28 to 33 sworn police positions. The average length of service among our sworn police officers is 6.3 years. Our rapid growth has provided the officers with many promotional and specialty assignment opportunities. The Tooele City Police Department provides exceptional law enforcement services to our community, including crime prevention and education. Police officers are well trained, well equipped, and highly motivated to relentlessly pursue crime while protecting the Constitutional rights of all people. The department treats all people respectfully as they foster partnerships with individuals and groups who share in this mission.

Will you keep my application on file if I'm not offered this opening?

We do keep an applicant bank for police officers. If you complete the physical fitness test, your application will be held in our active recruitment file through August 2010 and you may be contacted at a later date should other openings come available.

I missed this application period. Can I still have my application kept on file?

Yes, you can submit an application past the closing date. This way, if we anticipate filling a vacancy between now and August 2010, we will contact you and invite you to participate in a physical fitness testing session.

What are the physical fitness minimum standards?

When you come for the physical fitness test, you must sign a waiver acknowledging that you are able to safely participate in the testing. You must pass the following standards:

- 1.5 mile run in 15:54 (normally completed outside)
- 35 sit-ups in one (1) minute (hands must remain locked behind head)
- 25 push-ups (no timing requirement)
- 16-inch vertical jump
- Bench press 75% of your body weight (one lift)

I have Tattoos. Is this a Problem?

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Does Tooele City have a residency requirement?

Although local residency is preferred, there is no residency requirement. Some limitations do apply on personal use of your assigned police vehicle if you live outside of the Tooele Valley area.

I'm just thinking about a career in law enforcement. What should I be doing?

Tooele City does provide sponsorship through POST. If you haven't already taken the POST entrance exam, do so. It can take up to two weeks to get your test results back.

Get fit! Be sure that you can pass the physical fitness standards.

Although not required, it is also to your advantage to take a few advanced classes related to law enforcement and/or to have some employment experiences that would be related to the field such as medical, EMT, security, corrections, etc.

Does Tooele City sponsor applicants through the POST Academy?

Although we give preferential consideration to LEO certified/certifiable applicants, we have sponsored in the past and will continue to do so when in the best interest of the organization. If we sponsor an applicant, we will pay the tuition and a training wage while in the Academy. Benefits begin the first day of employment so you are covered while in the Academy. We provide you with 42 hours pay per week to account for some study time. Upon graduation you will learn from some of the best officers in the state as you complete the Officer Field Training Program.

We are selective on sponsorship because it is important to us to consider what commitment an applicant has to our agency. POST takes months to complete and many officers make sacrifices while waiting for an officer to finish the Academy. Therefore, we want to be sure that we get a good return in our investment. We take into consideration issues such as desire to relocate to the Tooele Valley and an applicant's interest specifically in the Tooele City Police Department.

Do you offer credit for pay purposes for experienced officer?

Tooele City offers year-for-year credit, up to 10 years, to experience police officers for pay purposes. You may contact our human resource office to get a salary estimate based on your years of service. As an example, a police officer with 9 years of experience would start at a base rate of \$49,205/year.

What is your starting salary for inexperienced officers?

Entry-level police officer starting base pay is \$35,577.

How are pay increases awarded?

Generally, we offer performance based pay increases each year (step increases) and cost-of-living adjustments are considered each July. In addition, we currently offer a career ladder promotion for patrol officers that takes into consideration your education, experience, and specialty training. All officers have the ability to promote to a senior officer status as a police officer III. Advanced education provides for quicker promotion through the career ladder.

Does Tooele City allow take home and personal use of their police vehicle?

Tooele City allows take home privileges to officers who live in the Tooele Valley area.

If I'm offered a job, what is the background screening process?

Once a contingent offer for employment is made, the applicant must pass the following: psychological evaluation, vision screening, drug screening, and a comprehensive background check.

Does the Tooele City Police Department have any diversity initiatives?

On an annual basis, Tooele City completes an Equal Employment Opportunity Plan that compares the gender and ethnic status of our workforce to that of the community. We value diversity at all levels of our organization.

Several initiatives have been implemented and although not all are exclusively for the benefit of attracting applicants of any specific gender or ethnic status, we believe that they do help us to attract a diverse pool of qualified applicants, including females and help us to meet our goal of maintaining diversity.

Our diversity initiatives are as follows:

Recruitment Strategy

- Continuing to utilize a statewide recruitment effort in an effort to provide open announcement of job vacancy opportunities. Tooele City posts our job openings at www.jobs.utah.gov as well as www.tooelecity.org.
- The Human Resource Director will meet with a member of the Tooele Police Advisory Board to explore opportunities in the community where police recruitment notices may be made more readily accessible to Female and/or Hispanic applicants and to obtain Spanish translation services for police officer job vacancy announcements.
- Advertising our willingness to sponsor uncertified applicants through the Police Academy. This effort has proven to be an important step in our overall recruitment of police officers as well as our efforts to attract a diverse pool of applicants. We will continue to consider POST sponsorship.
- Continuing our policy of maintaining an applicant bank and keeping police officer applications active up to the period of time an applicant is invited for PT testing or until August of 2010, whichever is longer. The applicant bank allows interested individuals with the opportunity to notify Tooele City of their interest and minimizes the risk of missing a job vacancy advertisement.

Physical Fitness Testing

- Continuing to post the police officer physical fitness (PT) standards on our job vacancy website. Because the PT standards are bona fide occupational qualifications, all applicants must be able to pass the PT test. We believed that providing applicants with the PT testing standards ahead of time via the website enables applicants to improve their physical fitness throughout the year and be better prepared for PT testing.

- Providing greater access to PT testing opportunities by offering testing sessions outside of normal working hours. This may include nighttime and weekend testing sessions.
- Continuing to allow applicants to improve their physical fitness and to request a re-take session for their physical fitness exam as soon as one-weeks after their original testing session and at a time convenient for Tooele City. Physical fitness scores may be considered current for up to twelve months.

Interview Process

- Continue to monitor interview boards and include diversity within the selection panel.
- Establishing some flexibility in the interview scheduling as to meet the unique needs of the applicant.

Reserve Program

- Tooele City has seen favorable results from our police reserve program. This program has enabled partially certified officers to volunteer with the department and gain on-the-job experience. It has also given Tooele City an opportunity to evaluate potential applicant's ability to perform the job. This program was again funded with the FY2010 budget.

I have a few more questions that weren't answered here.

If you have any questions that weren't answered, please contact Kami at 435-843-2105 or e-mail at kamip@tooelecity.org. It is our goal to make your experience with Tooele City a positive one regardless of whether or not you are hired. If there is anything that our HR staff can help you with let us know.