

PLEASE POST CONSPICUOUSLY

**THE CITY OF NEWBURGH**  
**CIVIL SERVICE COMMISSION ANNOUNCES**  
**OPEN- COMPETITIVE EXAMINATION NO. 61190**

FOR

**POLICE CHIEF (C)**

**DATE OF EXAM**

MARCH 17, 2018

**LAST FILING DATE**

MARCH 6, 2018

**SALARY RANGE**

\$104,138 -\$116,076

**POLICE CHIEF (C) EXAM NO. 61190-** City of Newburgh Police Department. Public Safety Building, Newburgh, NY 12550. The resulting eligible list from this exam will be used to fill existing and future vacancies.

There is a \$50.00 application filing fee for this examination. The fee is non-refundable even for disapproved applications, therefore, applicants should be sure they meet the minimum qualifications and complete the application in full. NO PERSONAL CHECKS ACCEPTED. CASH OR MONEY ORDER MADE PAYABLE TO THE CITY OF NEWBURGH ONLY.

IT IS THE RESPONSIBILITY OF THE APPLICANT TO SEE THAT HIS/HER APPLICATION IS FILED WITH THE OFFICE OF THE CIVIL SERVICE COMMISSION, CITY HALL, 83 BROADWAY, NEWBURGH, NEW YORK, NOT LATER THAN MARCH 6, 2018. APPLICATIONS RECEIVED BY MAIL WILL NOT BE ACCEPTED AFTER POSTMARK DATE OF MARCH 6, 2018.

**DISTINGUISHING FEATURES OF THE CLASS:** This position is responsible for planning, organizing, administering, directing and coordinating the activities of the police department; Performs related work as required; Works under the administrative supervision of the City Manager

**MINIMUM QUALIFICATIONS TO APPLY FOR EXAM:**

- A.** Graduation from a regionally accredited college or university or one accredited by the NYS Board of Regents to grant degrees with a Bachelor's Degree in Criminal Justice, Police Science, Public Administration or a closely related field AND four years of full-time experience as a Police Officer, two years of which shall have been supervisory experience as a second line supervisor; OR;
- B.** Graduation from a regionally accredited college or university or one accredited by the NYS Board of Regents to grant degrees with an Associate's Degree in Criminal Justice, Police Science, Public Administration or a closely related field AND six years of full-time experience as a Police Officer, two years of which shall have been supervisory experience as a second line supervisor.

**NOTES:**

- 1.** New York State Civil Service Law, Section 58 1-b requires that candidates appointed to the rank of Police Chief must have been appointed at one time a Police Officer from an eligible list established in accordance with merit and fitness or have previously served as a member of the New York State Police.
- 2.** Second line supervisor is defined as two ranks above the rank of Police Officer.
- 3.** Copy of Degree must be submitted with application or no later than the last filing date.

**RESIDENCY:** Preference in appointment may be given to successful candidates who are legal residents of the City of Newburgh. City of Newburgh residency required within 90 days of permanent appointment.

**SUBJECT OF WRITTEN EXAMINATION:** The written test will be designed to test for knowledge, skills and abilities in the following areas:

1. Knowledge of law enforcement methods, practices and procedures.
2. Knowledge of New York State Laws.
3. Police Administrative Supervision and Administration.
4. Job Simulation Exercises in Police Administration and Command.
5. Understanding and Interpreting Written Material.
6. Preparing written material in a police setting.

An expanded description of the scope of the exam is available at the civil service office upon request. A Guide for the Written Test for Police Chief/Assistant Chief is available at the NYS website: [www.cs.ny.gov/testing/localtestguides.cfm](http://www.cs.ny.gov/testing/localtestguides.cfm) . Candidates may also obtain a copy upon request from the office of the Newburgh Civil Service Commission.

**VETERAN'S CREDITS:** A disabled or non-disabled veteran who wishes to establish eligibility for additional credits, must claim these credits on the application and complete the veteran's credit application form inserted with the application. Candidates must also provide proof of war service (DD214) with the application forms.

**NOTICE TO CANDIDATES:** The use of calculators is PROHIBITED for this exam.

The passing grade for this examination is 70.0.

This examination is announced and will be rated in accordance with Section 23-2 of the Civil Service Law. The provisions of the New York State Civil Service Law and Rules and Regulations dealing with the rating of examinations will apply to this examination. The passing grade for this exam is 70.0.

**PERC STATEMENT:**

The final rating key for this examination will be established by the State Civil Service Commission prior to the testing date, upon recommendation of a committee of police experts who will review all the questions for appropriateness and accuracy. There will be no review of the questions by candidates. This committee was selected with the assistance of, and the endorsement by, the Police Conference of New York, Inc., the Metropolitan Police Conference of New York State, Inc., and the New York State Association of Chiefs of Police.

**Note to Handicapped or Disabled Candidates and Saturday Sabbath Observes:** If special arrangements for testing are required, indicate so on your application form.

Application are available at the Civil Service Commission City Hall, 83 Broadway, Newburgh, NY 12550, or on-line at [www.cityofnewburgh-ny.gov](http://www.cityofnewburgh-ny.gov).

**CITY OF NEWBURGH  
AN EQUAL OPPORTUNITY EMPLOYER**

Thomas Murphy- Chairman  
Vera Best - Commissioner  
John Powell- Commissioner  
Michelle Mills - Administrator  
Issue date: February 6, 2018