

**City of Chattanooga
Police
invites applications for the position of:
Police Cadet**



SALARY: \$35,141.54 - \$35,141.54 Annually

OPENING DATE: 07/14/16

CLOSING DATE: Continuous

SUMMARY:

Incumbents in this classification are responsible for enforcing city codes, ordinances and local, state and federal laws, and regulations by patrolling, performing surveillance, investigating crimes, responding to emergency calls and performing other public safety activities.

Cadets will attend a 22 week training academy followed by 16 weeks of field officer training. Successful completion of the academy is required to perform Police Officer duties.

Training will take place primarily at 3200 Amnicola Highway. Work days and hours will be determined by Police Training staff.

To be considered for the anticipated Fall 2018 Academy, applicants must have passing written AND physical exam scores by May, 2018. *Dates subject to change.

EXAMPLES OF DUTIES:

Participates in police academy training sessions which include attending classes, taking exams, community exercises, and physical training.

Performs duties of a Police Officer with a Field Training Officer monitoring activities and performs other duties as assigned.

Upon successful completion of the academy duties include:

Enforces all city and state codes, ordinances, laws and regulations in order to protect life and property, to prevent crime and promote security.

Maintains visibility by patrolling assigned area, city streets, parks, neighborhoods and businesses to ensure security; makes observations for prowlers, vagrants, suspicious persons and other violators.

Performs surveillance of various locations and of criminal suspects; collects and reviews data; develops trends and/or patterns pertaining to locations/suspects; files intelligence reports.

Investigates reported crimes; interviews and obtains statements from victims, witnesses, suspects and confidential informants; processes crime scenes; gathers, prepares and submits evidence to crime lab.

Obtains warrants; performs various search operations; locates missing persons.

Determines probable cause to search and/or reasonable suspicion to detain suspects; pursues fleeing and subdues resisting suspects; effects arrests; processes and transports prisoners.

Responds to emergency calls and calls for assistance; mediates disputes and advises suspects of rights.

Assists fellow officers as requested/necessary on domestic and theft calls, executing warrants, serving subpoenas and making traffic stops.

Responds to accident calls; gathers information at the accident scene; investigates and reconstructs serious injury or fatal accidents; interviews victims and witnesses; investigates hit and run accidents; notifies relatives of victims as necessary.

Performs functions at accidents, emergencies, fires and disasters to include directing traffic, administering emergency medical aid and managing dangerous situations; interacts with EMS teams.

Establishes road blocks; administers field sobriety tests; identifies wanted persons/vehicles; impounds vehicles; assists stranded motorists; ensures roadways are clear of obstacles and hazards.

Stops vehicles for traffic violations; issues traffic citations and warnings.

Contacts command/supervisory personnel for emergency response and critical incident communications.

Identifies illegal drugs and hazardous materials; maintains knowledge of prescription drugs.

Enters/retrieves data to/from computer system including stolen property, arrest and wanted persons information, investigation data and criminal/driving records checks; reviews crime statistics.

Identifies, documents, and processes various components of crime scene; collects evidence; photographs/videotapes crime scene; processes scene for fingerprints; inspects records and documents to confirm identity of individual.

Documents case information; assists in the prosecution of offenders; appears in court to present evidence and testimony.

Responds to questions, complaints and requests for information by telephone or in person from merchants, community/civic organizations, the general public, employees, superiors and other individuals.

Exchanges information with dispatchers, attorneys, court personnel, medical examiner, fire and EMS personnel, medical professionals and other departments and agencies; communicates effectively on law enforcement radio.

Maintains current field and code manuals, policies and procedures, employee handbooks, various maps and related material for reference and/or review.

Attends shift meetings, seminars and specialized/update training sessions as required to maintain knowledge of departmental and city operations, to promote improved job performance and to maintain knowledge of changing policies, procedures, codes and laws.

Completes and prepares a variety of forms, logs, requests, records, reports, correspondence and various other documents associated with daily responsibilities of this position; maintains administrative records and files.

Cooperates with federal, state and local law enforcement agencies and their officers or representatives when activities are related to investigations within city jurisdiction.

MINIMUM QUALIFICATIONS:

Must be a U.S. citizen; have a high school diploma or GED; have a valid driver's license; be

honorably discharged from the U.S. armed forces (if applicable); at least 21 years of age and under the age of 40 upon completion of academy; not have been convicted of, plead guilty to or entered a plea of nolo contendere to any felony charge or violation of any federal or state laws or city ordinances relating to force, violence, theft, dishonesty, gambling, liquor or controlled substances and meet any other standards as set forth in Tennessee Code Annotated Section 38-8-106 (<http://www.tn.gov/environment/permits/tcalink.shtml>). Convictions include citations-in-lieu of arrest.

SUPPLEMENTAL INFORMATION:

Please provide a valid email address so you can receive correspondence and updates regarding the status of this position.

All applicants are required to pass a written exam and physical ability test to be considered for an academy. To be exempt from the written exam, one must **ATTACH PROOF** of one of the following:

- Two years of experience as a POST certified (or equivalent) Municipal Law Enforcement Officer
- Two years of honorable military experience
- Associate degree or higher from a regionally accredited college or university with a minimum GPA of 2.0
- ACT score of at least 16 within the last five years
- SAT score of at least 1170 within the last five years

If you have tested previously with the City of Chattanooga, written exam scores are valid for three years and PAT scores are valid for one year.

The Police Officer Cadet is a civilian, probationary position for the duration of the Police academy.

All employees must maintain a Tennessee residency upon date of hire.

PHYSICAL DEMANDS:

Positions in this class typically require running, climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, seeing and repetitive motions.

WORK ENVIRONMENT:

Very Heavy Work: Exerting in excess of 100 pounds of force occasionally and/or in excess of 50 pounds of force frequently and/or in excess of 20 pounds of force constantly to move objects.

Incumbents may be subjected to vibrations, fumes, odors, dusts, extreme temperatures, inadequate lighting, work space restrictions, intense noises and infectious diseases.

SPECIAL REQUIREMENTS:

Safety Sensitive: Y

The City of Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

All appointments are made at the beginning salary unless otherwise authorized.

All employees must maintain Tennessee residency from the date of hire.

Police Cadet Supplemental Questionnaire

- * 1. Enter your date of birth. This is needed to ensure compliance with our age requirement. Enter your DOB in this format: MM/DD/YYYY.

- * 2. Do you have a valid driver's license?
 YES
 NO

- * 3. Do you have a High School Diploma or GED?
 YES
 NO

- * 4. Have you had more than two (2) moving citations in the last eighteen (18) months?
 YES
 NO

- * 5. Convictions: A person is convicted of a criminal offense when he/she has entered a plea of guilty, no contest, has been judged guilty, was placed on probation or given a suspended sentence and "dismissed" at a later date. Any charge resulting in a conviction where fingerprints were taken and/or a bond was posted is considered a criminal conviction. This would include a conviction from a citation-in-lieu of arrest. Traffic citations are NOT considered a criminal offense for the purpose of this disclosure. Have you ever been convicted of any criminal offense(s) at any age?
 YES
 NO

- * 6. According to P.O.S.T. Rule 1110-8-06.3: A person who has had misdemeanor charges expunged may be considered for certification. Does your background include expungements?
 YES
 NO

- * 7. To receive a written exam waiver, do you have two or more years of POST (or equivalent) certified law enforcement experience? For the purpose of this question, law enforcement experience does not include Military Police, Correction Officer, Park Ranger, Hospital Police, or Security Officer. YOU MUST ATTACH PROOF TO THIS APPLICATION.
 YES
 NO

- * 8. To receive a written exam waiver, do you have at least two years of honorable service in any branch of the U.S. military? YOU MUST ATTACH PROOF TO THIS APPLICATION.
 YES
 NO

- * 9. To receive a written exam waiver, do you have an Associate degree or higher from a regionally accredited college or university with a minimum GPA of 2.0? YOU MUST ATTACH PROOF TO THIS APPLICATION.
 YES
 NO

- * 10. To receive a written exam waiver, did you score at least 16 on the ACT within the last five years? YOU MUST ATTACH PROOF TO THIS APPLICATION.
 YES
 NO

- * 11. To receive a written exam waiver, did you score at least 1230 on the SAT within the last five years? YOU MUST ATTACH PROOF TO THIS APPLICATION.
 YES
 NO

- * 12. Do you understand that if you answered NO to questions 7, 8, 9, 10, and 11 you will be

required to sit for the written exam to be considered for an academy?

YES

NO

* Required Question