



EXAMINATION ANNOUNCEMENT

Wayne County is an Equal Opportunity Employer

www.waynecounty.com

POLICE OFFICER

ANNUAL PAY RANGE

\$31,183

(Based on a 40 hour work week)

Applications are accepted online and in person at the Department of Personnel/Human Resources, 500 Griswold, 9th Floor –Detroit, MI 48226 (M-Th, 8:00 am – 4:30 pm). Standardized testing takes place on Tuesdays and Wednesdays on alternating weeks. Applicants are encouraged to apply in person on test days so as to accelerate the hiring process. Applicants who apply on test days before 2:00 pm will be tested the same day. Please call 313-224-5901 for test dates.

APPLICATIONS MUST BE RECEIVED NO LATER THAN 4:30 PM on FRIDAY, JANUARY 5, 2018.

ELIGIBLE PERSONS

At the time of application and appointment, applicants must:

- Be a citizen of the United States; **AND**
- Be 18 years of age or older and have a high school diploma or GED; **AND**
- Be qualified to obtain a concealed pistol license; **AND**
- Have a valid driver's license and a good driving record*; **AND**
- Have passed the Michigan Sheriffs Coordinating and Training Council's (MSCTC) examination and standards for corrections officers(see empco.net for details)**
- Have passed the MSCTC Physical Ability test (see misctc.org for details)**

**** APPLICANTS WITH A FELONY CONVICTION WILL BE IMMEDIATELY DISQUALIFIED ****

SPECIAL CONDITIONS

All employees are obligated, consistent with the terms of the collective bargaining agreement and as a condition of continued employment to successfully pass a State Certified Police Academy, recertification course, or any other training mandated by the State of Michigan or the Commission of Law Enforcement Standards (MCOLES) for the purpose of attaining and maintaining police certification.

* Applicants must have a Michigan Driver's License at the time of appointment.

** Applicants must pass the EMPCO Corrections test and MSCTC Physical Ability Test within 6 weeks of passing standardized personality test

DESCRIPTION OF MAJOR JOB DUTIES

Under the direct supervision of a Command Officer, Police Officers perform professional police work for the Wayne County Sheriff's Office. All **new hires will be placed in one of the County Jails on any available shift.** In general, Police Officers in the Sheriff's Office are assigned to the Wayne County Jails, Field Services or Court Services Divisions. Functions include: booking, searching and guarding prisoners; maintaining order and guarding judges and juries; providing building security at County facilities; serving civil process; tracing persons; making arrests and performing numerous and diverse law enforcement duties as requested. Police specialized positions receive additional training and compensation. Employees in this class are required to work mandatory overtime for roll call.

TYPES OF TESTS

Standardized Personality Test¹ (Pass/Fail), Background Investigation²(Pass/Fail), Personal Qualifications Interview will be rated at (60%), Experience will be worth (25%), Higher Education will be worth (15%).

¹Applicants who are currently MCOLES certified police officers with a satisfactory work history in law enforcement may be eligible to waive the personality test if they are able to supply a certified copy of satisfactory test results of an industry standard personality or psychological examination taken within the last 5 years. Results must be certified by the agency that administered the test.

²A comprehensive investigation of each applicant's background will be conducted. Applicants will be fingerprinted. A check will be made of the applicant's present and past employment, financial responsibility, traffic violation record, conservation law conviction record and criminal conviction record. An unacceptable report of any of these records will be cause for rejection of the applicant or disqualification of the applicant's examination. A felony conviction will immediately disqualify the applicant. Reports on these and other related matters will be made a part of the investigation report. This report may be used as a partial basis for the personal qualification rating at the interview.

Applicants may not re-apply for a police officer examination under the same examination number after failing the standardized personality test.

Applicants that are disqualified for any reason may not re-apply for a police officer examination for six (6) months from the date of disqualification.

CANDIDATES MUST PASS ALL TESTS IN ORDER TO BE PLACED ON THE ELIGIBILITY LIST.

PURPOSE

The purpose of this examination is to establish an eligibility list from which to fill present and future vacancies including temporary positions. The eligible list will remain in effect for six (6) months, but may be extended.

The eligible list resulting from this examination will be used only when there are no persons available on the current established Police Officer lists 2791, 2798, 2805 and 2808, 2810, 2812, 2815, 2819 oc. All lists will remain in existence until exhausted or terminated by the Department of Personnel/Human Resources.

This is a continuous examination and ranking on the eligible list will be subject to change as names are added to and removed from the list.

GENERAL INFORMATION

Pay Rate and Fringe Benefits:

Full-time positions will be paid at the minimum pay rate with annual increases where applicable. Payment is on a biweekly basis. Full-time permanent employees receive fringe benefits, which include vacation pay, sick leave pay, health care insurance, optical, dental, long term disability, life insurance and a retirement plan. Full-time positions are subject to mandatory and voluntary overtime assignments.

Medical Examination:

A pre-employment medical examination, including a drug screen, is given to persons hired by the County to evaluate their required physical and mental health. Candidates who do not pass the medical examination and drug screen will be disqualified.

Civil Service Appeal Rights:

Persons denied permission to compete in an examination may make a written appeal to the Wayne County Civil Service Commission for a final decision within twenty (20) days after the mailing of such notification, stating the basis for their complaint.

There is no appeal of failure of the Standardized Personality Test nor is there any review of this test, pursuant to conditions set by the publishers.

Under the Rules of the Department of Personnel/Human Resources (Rule 6, Section 12 and 13), requests to review the personal qualifications interviews must be made in writing within twenty (20) days after the mailing of the notice of results and any appeal concerning the ratings received must be made in writing within twenty (20) days after the review. The appeal must state the basis on which it is claimed that the ratings are improper.

Probationary Period:

Appointees must successfully complete jailer's training and a probationary period as provided in the collective bargaining agreement before the appointment will be considered permanent. If POLICE ACADEMY TRAINING scheduled by the Sheriff's Office does not meet the time limits imposed by MCOLES, officers will be required, at their expense, to satisfactorily retake the Physical Agility test.

Veteran's Preference:

Honorably discharged war veterans who receive passing grades on examinations will have ten (10) points added to their final earned examination scores and those who have a service connected disability will have five (5) points added to their score, for a possible total of fifteen (15) additional points. Request for and proof of eligibility must be submitted at the time of examination.