

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER CHARACTERISTICS

- Able to read, understand, and explain Wisconsin State Statutes and City of Milwaukee ordinances.
- Able to communicate effectively with a variety of people.
- Civil and courteous.
- Able to write accurate and complete reports.
- Able to solve problems.
- Able to make quick and appropriate decisions in stressful situations.
- Leadership skills.
- Able to maintain self-control.
- Able to perform physical activities necessary to protect oneself and others.
- Honest, responsible, and trustworthy.
- Able to drive a motor vehicle.
- Able to work long hours for an extended period of time.

WORKING CONDITIONS AND REQUIREMENTS

- You will be required to wear a uniform and carry a firearm.
- You must complete a paid 23-week police training course.
- After successfully completing the training course, you will be assigned to a district police station for field training.
- You must successfully complete a 16-month probationary period.
- You will work a 40-hour work week, with rotating off days. This means you will be required to work most weekends and many holidays.
- After recruit training, Police Officers are typically assigned to the late (12:00 midnight to 8:00 A.M.) or early (4:00 P.M. to 12:00 midnight) shifts; day-shift assignments are awarded to employees with seniority.
- You must earn sixty college credits within five years of hire.

SALARY RANGE

The annual salary range is \$45,263-\$61,029. Appointment is at the first step of the range.

BENEFITS

The City offers a generous leave benefit package that includes two weeks of vacation after one year of service; 12 paid days off in lieu of holidays; 15 paid sick days; and military leave benefits.

Other benefits include health, dental, and life insurance; special annual payments; special duty payments; tuition and textbook reimbursement; and a pension plan.

APPLICATIONS

This is a continuous recruitment. Applications will be accepted throughout 2009, and the written test will be given twice during the year. You may obtain an application and further information from the website www.milwaukee.gov/fpc, by visiting Room 706 of City Hall, 200 East Wells Street, or by calling 414.286.5074.



**City of Milwaukee
Fire and Police Commission**
200 E Wells St, Room 706
Milwaukee WI 53202
414.286.5074
www.milwaukee.gov/fpc

The City of Milwaukee is an Equal Opportunity Employer.

01/09

**CITY OF MILWAUKEE
FIRE AND POLICE COMMISSION**

POLICE OFFICER *Entrance Examination*



*Milwaukee Police Officers preserve
public peace, protect life and property,
work within the community to prevent
crime, and enforce ordinances of the
City of Milwaukee and laws of
the State of Wisconsin.*

ESSENTIAL FUNCTIONS

- Perform duties involved in the protection of life and property.
- Enforce criminal laws; identify, detain, and process wanted individuals.
- Respond to calls for service.
- Conduct investigations of suspicious persons or situations and preliminary investigations of major crimes and criminal activity.
- Interview suspects and witnesses, and prepare appropriate investigative reports.
- Prepare and testify in court as to the facts surrounding any criminal, departmental, or civil action.
- Patrol the City of Milwaukee in a police vehicle, motorcycle, bicycle, and/or on foot as directed.
- Operate a police vehicle in emergency situations involving speeds in excess of posted limits, in congested traffic, and in unsafe road conditions.
- Prepare accurate and complete reports of daily activities.
- Provide assistance to the community in the area of crime prevention.
- Enforce motor vehicle laws to promote safety and reduce accidents, expedite traffic flow, and enforce Wisconsin State Statutes.
- Attend in-service training as mandated by the State of Wisconsin.
- Perform duties in a special assignment capacity such as Warrant Squad, Community Services, or the Vice Control Division, if assigned.



QUALIFICATIONS

- ❖ **Minimum age 21.**
- ❖ **United States Citizenship.**
- ❖ **High School Diploma** or Wisconsin GED or a GED from a different state that meets Wisconsin GED standards.
- ❖ **A valid Wisconsin driver's license**, or a valid driver's license from the state in which you reside, **at the time of background investigation.**
- ❖ **City of Milwaukee residency is required within six months of hire and throughout employment.**

DISQUALIFIERS

- ❖ **Your application will be rejected if any of the following are true:**
 - You have been convicted of a felony.
 - You have been dishonorably discharged from any branch of the United States Military Service.
 - You have been convicted of a misdemeanor crime of domestic violence.
 - You have failed a Milwaukee Police Department background investigation within the last two years.
 - You have been terminated / discharged or resigned with charges pending from either the Milwaukee Police Department or the Milwaukee Fire Department within the last year.
- ❖ Applicants will also be disqualified on the basis of background standards, which are included on the application.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990.

EXAMINATION PROCESS

The first phase in the examination process is a written test. After successfully completing the written test, your name will be placed on an eligible list for Police Officer with ranking based upon your written test score and preference points (*see below*).

When your name is reached on the eligible list, you will be invited to participate in the second phase, the physical ability test.

If you successfully complete the physical ability test, you will be invited to participate in an oral interview and a writing sample exercise. Additional components include a background investigation, a medical examination, a drug screen test, and a psychological evaluation. You must pass each component of the process to be tested in subsequent components.

PREFERENCE POINTS

If you are a qualified military service veteran, preference points may be added to your passing written test score in accordance with State Statutes and Commission rules. A Form DD214 must be provided by a date determined by the Commission.

Education preference points may be added to your passing written test score in accordance with Commission rules. Proof of an Associate or a Bachelor's Degree in Police Science, Criminal Justice, or Law Enforcement must be provided by a date determined by the Commission.

Preference points may be added to your final passing score if you are a bona fide resident of the City of Milwaukee when you apply. Proof of City of Milwaukee residency must be provided by a date determined by the Commission.

The eligible list created as a result of this test will remain in effect for two years unless rescinded or extended by the Board.