

# THE CITY OF HARTFORD



AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The City of Hartford is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities and persons with disabilities.

## POLICE OFFICER

Salary Range: \$839.00/week - \$1,203.00/week

This posting is only for Police Officers who are **NOT currently P.O.S.T.** certified by the State of Connecticut.

**NOTE:** The initial pay rate for Police Officers shall be five percent (5%) below the base rate until graduation from the Police Academy.

## POSITION

Vacancies are in the Police Department. Under supervision, performs law enforcement duties involving the protection of life and property, the prevention of crime and the apprehension of crime suspects; and performs public service duties involving non-criminal calls for service, the preservation of peace and working with the community. Works 40 hours per week on a shift rotation schedule involving weekends and holidays. Performs related work as required.

## MINIMUM REQUIREMENTS

- EDUCATION:** High School Diploma or GED. **A COPY OF YOUR HIGH SCHOOL DIPLOMA OR TRANSCRIPT OR GED CERTIFICATE MUST BE SUBMITTED WITH THE APPLICATION.**  
\*Please, contact the Human Resources Department about other acceptable documentation.
- DRIVER'S LICENSE:** A valid driver's license is required. **A COPY OF THE LICENSE MUST BE SUBMITTED WITH THE APPLICATION.**
- AGILITY TEST:** Must pass an agility physical performance test administered by P.O.S.T. before appointment.
- PHYSICAL CONDITION:** Must pass a thorough medical examination.
- VISION:** Without correction, not less than 20/100 in each eye; with correction not less than 20/30 in each eye.

**ALL EXPERIENCE AND QUALIFICATIONS WILL BE VERIFIED. A BACKGROUND INVESTIGATION WILL BE ADMINISTERED. FALSIFICATION OF ANY INFORMATION WILL AUTOMATICALLY DISQUALIFY YOU FROM FURTHER PARTICIPATION IN THE RECRUITMENT AND TESTING PROCESS. APPLICATIONS WITHOUT THE REQUIRED DOCUMENTATION ATTACHED WILL BE DISQUALIFIED.**

**APPLICATION FEE:** In order for your application to be considered, a \$25.00 **MONEY ORDER OR CERTIFIED BANK CHECK, PAYABLE TO THE CITY OF HARTFORD** must be submitted with the application. **NO CASH or PERSONAL CHECKS** will be accepted. **This is non-refundable.**

## EXAMINATION

Open to all applicants who meet the above qualifications. The examination process will consist of rating your training and experience, a written test, an oral test, or a combination thereof. It will also include a physical agility test, a drug test, a background investigation, a polygraph examination, a psychological examination, an interview with the Chief of Police, a physical exam, and a working test/probationary period of one year (beginning on the date sworn in as a Hartford Police Officer). All parts of examination are designed to determine the ability of applicants to learn and perform the duties of a Police Officer in a multi-culturally diverse environment. This examination is subject to all Federal, State and Municipal laws, rules and regulations.

**HARTFORD RESIDENTS SHALL HAVE TEN PERCENT ADDED TO THEIR PASSING GRADES. A CITY OF HARTFORD RESIDENCY AFFIDAVIT FORM MUST BE SUBMITTED WITH THE APPLICATION OF RESIDENTS WHO CLAIM THE TEN PERCENT. (SEE BACK FOR IMPORTANT INFORMATION REGARDING RESIDENCY.)**

**APPLICATIONS WILL BE ACCEPTED UNTIL 5:30 P.M., THURSDAY, NOVEMBER 12, 2009.**

Exam No: 2590  
Issued: 9/22/2009

**EMPLOYMENT BENEFITS:**  
• Health Plan and Hospitalization  
• Paid Vacations and Holidays  
• Retirement Plan  
• Group Life Insurance  
• Sick Leave

Applications are obtained from and submitted to  
**DEPARTMENT OF PERSONNEL**  
MUNICIPAL BUILDING  
550 MAIN STREET  
HARTFORD, CONNECTICUT 06103  
TELEPHONE (860) 543-8590

**VETERAN'S PREFERENCE:**  
Preferential Points may be given to Eligible Veterans. Check with the Personnel Department.  
**CHANGE OF ADDRESS:** It is *your responsibility* to notify the Personnel Department of any Change of Address on your application.

## **CITY OF HARTFORD RESIDENCY AFFIDAVIT**

In order to qualify for residency with the City of Hartford Human Resources Rules and Regulations, the City of Hartford requires that you provide irrefutable evidence to substantiate that at the date of your application for employment you are domiciled in the City of Hartford.

For the purpose of this Request, “DOMICILED” is defined to be “that place where an individual has his/her true, fixed and permanent home, where he or she normally eats and sleeps and maintains his or her normal personal and household effects.”

You are required to complete and submit this form at the time of your application for employment. You must also be prepared to submit any additional documentation, as the Director of Human Resources may require. This information will be subject to verification during the background investigation.

**NOTICE: THE APPLICANT BEARS THE BURDEN TO SHOW LEGAL DOMICILE. ANY FALSE OR MISLEADING STATEMENTS WILL RESULT IN IMMEDIATE DISQUALIFICATION OR DISMISSAL.**