



SELECTION STANDARDS

I. INTRODUCTION

The selection of competent personnel for Police Officer positions is essential to provide for the safety and protection to which the public is entitled.

JOB DESCRIPTION: Police work involving the protection of life and property through the enforcement of laws and ordinances. Work involves responsibility for the prevention, detection and investigation of criminal activity, while assigned to a specific task or geographic area on an assigned shift. Work is performed with considerable independence under general direction of an administrative supervisor, with responsibilities to include problem solving activities while working in conjunction with community organizations. Includes the use and care of firearms, communications equipment, gas masks and other necessary equipment. The work involves the element of personal danger and requires the exercise of considerable independent judgment including application of policy and procedure and tact. Also, includes the use of computers to access information and generate reports. The Police Officer may be assigned to a specialized unit requiring specialized knowledge, training and work in units, such as vice and narcotics, community policing, criminal investigations, etc.

The purpose of establishing selection standards is to define (as clearly as possible) the kind of individual who can best serve the citizens of St. Petersburg. The standards appear in the context of **ELIGIBILITY FOR EMPLOYMENT/APPOINTMENT** and **INELIGIBILITY FOR EMPLOYMENT/APPOINTMENT** which follow.

The city is an Equal Opportunity Employer and does not discriminate on the basis of race, color, gender, religion, age, national origin, disability, marital status or other non-merit factors.

II. ELIGIBILITY FOR EMPLOYMENT/APPOINTMENT

To be eligible for employment/appointment as a Police Officer and/or Reserve/Auxiliary Officer, an applicant must:

- A. Be at least nineteen (19) years of age, in accordance with F.S. 943.13(1).
- B. Be a citizen of the United States, in accordance with F.S. 943.13(2).
- C. Be a high school graduate or the equivalent supplemented with sixty (60) semester hours (or quarter-hour equivalents) in any recognized discipline at an accredited college or university. Although sixty (60) semester hours are required, an applicant with at least forty-five (45) semester hours (excluding courses given at any police academy), is eligible to apply. An additional fifteen (15) hours will be granted upon completion of training at a Florida Police Academy, such as the Southeastern Public Safety Institute, and successful completion of the State Certification Exam.

- or -

Have at least three (3) years of honorable United States military service.

- or -

Have at least two (2) years full-time sworn law enforcement experience.



SELECTION STANDARDS

II. ELIGIBILITY FOR EMPLOYMENT/APPOINTMENT (continued)

The St. Petersburg Police Department recognizes degrees and credits only from institutions accredited by one of the following bodies as listed on the most current version of the Florida Department of Law Enforcement (FDLE) Form CJSTC-63:

- Accrediting Council for Independent Colleges and Schools
- Southern Association of Colleges and Schools
- Middle States Association of Colleges and Schools aka Middle States Commission on Higher Education
- New England Association of Schools and Colleges
- Higher Learning Commission
- Northwestern Association of Schools and Colleges
- Western Association of Schools and Colleges
- The Commission on Institutions of Higher Education
- Commission Technical and Career Institutions
- Accrediting Commission for Community and Junior Colleges
- Accrediting Commission for Senior Colleges or Universities
- Or an accrediting agency or association that is recognized by the database created and maintained by the U.S. Department of Education, pursuant to Section 943.22(1)(a), F.S., effective July 1, 2005. To verify an accrediting agency or association recognized by the U.S. Department of Education visit their website at <http://ope.ed.gov/accreditation>.

- D. Meet the requirements of the department's tattoo policy.
- E. Successfully complete the administrative interview.
- F. Successfully complete the physical fitness assessment.
- G. Possess a valid driver's license at time of application and a valid State of Florida Driver's License at time of appointment.
- H. Be in good physical and mental health as determined by licensed physicians and professionals designated by the City, and in accordance with FS 943.13 (6).
- I. Meet the vision requirements of 20/100 uncorrected, in each eye, corrected to 20/40 by glasses. Visual acuity may exceed uncorrected limits if visual acuity of 20/40 can be achieved through the use of soft contact lenses.
- J. Be of good moral character as determined by a thorough background investigation, and controlled substance testing, in accordance with FS 943.13 (7).
- K. Successfully complete the pre-employment screening process.
- L. Employees must live within a sixty (60) mile radius or two (2) hours driving time of Police Headquarters.

III. INELIGIBILITY FOR EMPLOYMENT/APPOINTMENT

The decision to remove an applicant's name from employment consideration shall be made by the Chief of Police (or designee). It shall be the responsibility of the Chief of Police (or designee) to notify the applicant that his/her application will not be further considered. The following will disqualify an applicant from employment/appointment:

- A. Falsification of documents (e.g. Personal History Questionnaire, Statement of Employability, Employment Application).



SELECTION STANDARDS

III. INELIGIBILITY FOR EMPLOYMENT/APPOINTMENT (continued)

- B. Conviction of any felony; or of a misdemeanor involving perjury or a false statement. Any person who, after July 1, 1981, pleads guilty or nolo contendere to or is found guilty of a felony or of a misdemeanor involving perjury or a false statement shall not be eligible for employment or appointment, notwithstanding suspension of sentence or withholding of adjudication, in accordance with Florida State Statute 943.13 (4).
- C. Conviction of a misdemeanor which is contrary to the moral conscience of the general public, in accordance with rules established by the Florida Police Standards and Training Commission. Judgments must be made on a case-by-case basis. Intent, malice, knowledge of gravity of the offense, and provocation are elements to be considered in making these judgments.
- D. No person will be considered for employment who has received a dishonorable discharge from any of the United States armed forces, in accordance with FS 943.13(4).
- E. The following drug usage shall disqualify an applicant:
 - 1. Any use or experimentation with drugs classified as controlled substances, or any other illegal drugs, except marijuana, while not under the care of a licensed physician, within the last three (3) years; and any past use of illegal drugs, was more than limited experimental use. The Department reserves the final decision as to what constitutes limited experimental use.
 - 2. Any use of marijuana within the last twelve (12) months immediately preceding application for employment, and any past use must be deemed acceptable by the Department.
 - 3. Have not inhaled, ingested, used, tried or experimented with any harmful chemical substances, within the last twelve (12) months for the purpose of inducing intoxication or which distorts or disturbs the auditory, visual or mental processes, with the exception of those substances prescribed by and used under the care of a physician. Any applicant with an established pattern of using harmful chemical substances in the past will not be considered for employment.
- F. Any person who has sold, offered for sale, induced or attempted to induce another person in the use of illegal drugs will be disqualified.
- G. An applicant, who has been or is associated with a person involved in illegal activities, will be removed from consideration as such relationship could be detrimental to the effectiveness of the Police Department.
- H. A person who cannot perform the essential functions of the job, with or without reasonable accommodation, will not be considered.



SELECTION STANDARDS

III. INELIGIBILITY FOR EMPLOYMENT/APPOINTMENT (continued)

- I. A determination that an applicant is not of good moral character will result in his/her removal from consideration.
- J. Polygraph concerns, including, significant levels of deception indicated; unacceptable indicators recorded and noted; the use of countermeasure techniques; and/or the failure to comply with the polygraph process.
- K. An application will be removed from consideration whose overall fitness is deemed as undesirable. The key in examining these problem areas will be to look for a pattern of behavior not conducive to job performance, though the severity of any problem may, by itself, make removal from consideration appropriate. This may be reflected by, but not limited to, such considerations as: illegal gambling; poor employment record; marital problems; poor credit ratings; poor driving record; unlawful sexual behavior; excessive drinking; beliefs which conflict with job duties; and deception.