



# EMPLOYMENT OPPORTUNITY

## POLICE OFFICER

In compliance with the Americans with Disabilities Act, persons needing Accessibility and/or Language assistance help should contact 801.629.8701, visit <http://accessibility.ogdencity.com> or contact Relay Utah at 711 or 888.735.5906.

### **REQUIRED PREREQUISITES:**

**CERTIFICATE OF POST TEST; CERTIFICATE MUST BE SUBMITTED WITH YOUR APPLICATION TO BE ELIGIBLE FOR THE TESTING PROCESS;**

**A POLICE OFFICERS STANDARDS AND TRAINING CERTIFICATE IS PREFERRED (LEO). PLEASE SUBMIT ANY DOCUMENTS YOU HAVE WITH YOUR APPLICATION.**

**Certifications can be faxed to 801-629-8735 or emailed to [hr@ogdencity.com](mailto:hr@ogdencity.com)**

**CERTIFICATIONS MUST be received prior to application closing date.**

***IMPORTANT NOTICE: Please note the physical fitness requirements in this notice (Excerpts from Policy 14A-Physical Fitness) will be administered on the dates to be determined and must be passed in order to continue on with the testing process. These standards require fitness training to be met. If you need assistance understanding or meeting these requirements, please contact Officer Travis Williams (801-629-8602).***

### **EXPERIENCE AND TRAINING GUIDELINES**

Some prior state, municipal, or local law enforcement experience is desired; applicants must be at least 21 years of age at the time of appointment; training equivalent to the completion of the twelfth grade is required;

**CERTIFICATE OF POST TEST; CERTIFICATE MUST BE SUBMITTED WITH YOUR APPLICATION TO BE ELIGIBLE FOR THE TESTING PROCESS;**

Possession of a P.O.S.T. category I or II certificate or an associate's degree with the emphasis in law enforcement with a minor that would enhance the officer's social awareness is desired. **POSSESSION OF, OR ABILITY TO OBTAIN, A VALID UTAH DRIVERS LICENSE.** Work is performed in an environment that could include exposure to stressful situations of considerable magnitude resulting from human behavior; perform moderately heavy physical activity, which may require running, standing, walking, crawling, or sitting uncomfortably for extended periods. Exposure to disagreeable elements such as cold, dampness, heat, and noise. Intermittent exposure to infectious disease, bodily fluids, disturbed individuals, emotionally unbalanced individuals. May be required, during prolonged emergency situations, to work without sleep for extended periods; subjected to traffic hazards during emergency responses through heavy traffic. May be required to work varying hours to accommodate work schedules.

### **KNOWLEDGE OF**

Police methods and procedures, ability to observe situations, record them and react quickly and calmly.

Ability to act with tact and impartiality. Ability to deal effectively and courteously with fellow officers and the general public. Ability to develop skill in the use of firearms and the operation of police vehicles. Ability to communicate effectively, both verbally and in writing. Ability to exhibit imagination, initiative and problem-solving capability in coping with a variety of law enforcement situations. Ability to develop knowledge of initial investigative techniques, such as crime scene preservation, interview and interrogation techniques, traffic control, report writing, police emergency procedures, and knowledge of state and local laws and ordinances. Must be able to pursue, subdue and apprehend a hostile and combative subject. Ability to meet necessary special requirements and be able to react to change productively and to handle tasks as assigned.

## ABILITY TO

Use and properly care for firearms; understand, interpret and apply laws, regulation, policies and procedures; prepare clear, accurate and grammatically correct reports and presentations; analyze situations quickly and objectively to determine and take emergency action; identify potential crime situations or traffic hazards and take preventative action; meet the first aid requirement as prescribed by the State of Utah; communicate clearly and concisely, both orally and in writing; establish and maintain cooperative working relationships with those contacted in the course of work; meet the physical fitness standards as specified by Utah P.O.S.T. for certification; operating assigned police equipment and vehicles; effectively deal with personal danger which may include exposure to armed/dangerous persons, dangerous animals, communicable diseases, hazards of emergency driving, hazards associated with traffic control and working in and near traffic, natural and man made disasters; maintain effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, operating assigned equipment and vehicles; maintain mental capacity which allows the capability of exercising sound judgment and rational thinking under dangerous circumstances; evaluate various options and alternatives and choose an appropriate and reasonable course of action; demonstrate intellectual capabilities during training and testing process; cooperate with other departments of the city in order to help improve the quality of life within the community; work all shifts.

**Demonstrate compliance with police department physical fitness standards by taking the department administered physical fitness test battery and scoring at or above the minimum standard for each test battery event. Employees must periodically retest and demonstrate compliance with the minimum physical fitness standards, at least annually, as set forth in the department physical fitness policy. Maintain physical condition appropriate to the performance of assigned duties and responsibilities as follows:** *Having the aerobic power to perform essential pursuit and use of force situations involving sustained effort. Having anaerobic power to perform essential pursuit, extraction and use of force situations involving short intense effort. Having the upper body and abdominal muscular endurance to perform pursuit, lifting, carrying and extraction essential functions. Having the upper body absolute strength to perform essential lifting, pushing and pulling essential functions. Having the explosive leg power for performing pursuit, lifting and carrying and extraction essential functions.*

**Note:** Applicants who are not certified as Category I Peace Officers, and who require the POST academy *please note the following:* Utah POST requires all candidates entering the POST Academy must be able to pass the POST Entrance and Exit Requirements. The requirements are as follows:

**Entrance:** 1.5 Mile Run - 15:37  
Push-Ups – 16 Reps (Maximum repetitions with no time constraint and no rest during this phase of the test)  
Vertical Jump – 15 inches  
Sit-Ups – 25 Reps (One Minute Time Limit)

**Exit:** Modified Cooper Single Norms  
1.5 Mile Run – 14:46  
Push-Ups – 21 (Maximum repetitions with no time constraint and no rest during this phase of the test)  
Vertical Jump – 17.5 inches  
Sit-Up – 29 Reps (One Minute Time Limit)

Those applicants who are unable to pass that test **will not be allowed to complete the academy**. Those applicants who fail the entrance fitness test and who are unable to complete the academy will be terminated by Ogden City. For a copy of these standards, please contact our office at (801) 629-8730.

## PHYSICAL DUTIES AND RESPONSIBILITIES

Perform essential physical pursuits such as the following: run sprints; run for sustained periods of time (over 2 minutes); run up and down stairs; dodge around obstacles; crawl under obstacles; jump and vault over obstacles; climb fences. Perform essential lifting and carrying such as the following: lift and carry light (under 25 lbs.) to moderate (25-100 lbs.) and move heavy (over 100 lbs.) objects such as equipment and road debris; lift and carry victims. Perform essential extractions such as the following: extract victims from automobiles and buildings; drag victims or suspects. Perform essential pushing and pulling activities such as the following: push car off roadway; push door open; use of force by pushing and pulling in self defense situations for short period of time (less than 2 minutes); use of force by pushing and pulling in self defense situations for sustained period of time (greater than 2 minutes). Perform essential range of motion activities including the following: bend to get in and out of vehicles; bend and twist in use of force situations.

## ESSENTIAL FUNCTIONS

Receives general supervision from supervisory and management staff. Perform a variety of duties in the enforcement of laws and the prevention of crimes; to control traffic flow and enforce State and Local traffic regulations; perform a variety of

technical and administrative tasks in the support of the Department's mission statement; to be able to solve criminal and non-criminal community problems, utilizing a variety of agencies and citizen support; to become aware of Community Oriented Policing and support its values. Patrol a designated area of the city to preserve law and order, discover and prevent the commission of crimes, and enforce traffic and other laws and ordinances; check buildings for physical security; provide quality service to all members of the community fairly, honestly, equally and with respect for human dignity; respond to general public service calls and complaints including domestic disturbances, civil complaints, property control, automobile accidents, robberies, and other misdemeanor and felony calls; collect, process, photograph and present evidence including fingerprints, fiber, blood and related physical evidence; enforce traffic laws and ordinances; check speed with radar; issue warnings and citations; direct traffic at fires, special events and other emergency or congested situations; prepare reports on arrests made, activities performed and unusual incidents observed; conduct traffic analysis and general traffic surveys; conduct investigations of serious injury and fatality traffic accidents; maintain custody of prisoners; transport prisoners to jail. Attendance and punctuality are essential functions of this position. Employee is required to work as a team and frequently meet with co-workers and supervisors; employee is required to communicate in-person with the public during office hours; and employee is required to use on-site equipment.

**When Assigned to Detective Division:** Contact and cooperate with other law enforcement agencies in matters relating to the apprehension of offenders and the investigation of offenses; maintain contact with citizens regarding potential law enforcement problems and preserve good relationships with the general public; take an active role in the area of public education relative to crime prevention; investigate crimes; gather and preserve evidence; interview victims, complainants and witnesses; identify and interrogate suspects; apprehend and arrest offenders; testify and present evidence in court.

**When Assigned to any Division:** May serve as an intelligence officer; gather crime-related intelligence information and conduct background investigations; coordinate information and activities with outside agencies and jurisdictions; provide public education on sexual awareness and child abuse; oversee and coordinate crime prevention activities; make presentations to local citizens and community groups; may serve as a K-9 Officer, member of the department S.W.A.T. Team, or member of the Drug Task Force. Perform related duties and responsibilities as required.

## **CRIMINAL HISTORY BACKGROUND CHECK**

Successful applicant must pass background check.

## **MOTOR VEHICLE REPORT**

Driving record of successful applicant will be obtained by the HR office.

## **EDUCATION REQUIREMENT**

Successful applicant must submit a copy of above education requirements when requested.

## **VETERAN'S PREFERENCE POINTS**

Applicants **MUST** submit a copy of their DD-214 to the Human Resource office during the interview process. This is for initial appointments only.

## **CERTIFICATE OF POST TEST**

**Must be submitted with your application.** (See attached Entrance Level Test Appendix for specific testing information)

## **TATTOOS AND BODY PIERCING**

All applicants will be required to conform to the Ogden City Police Policy. (See attached policy)

## **SALARY RANGE**

PO - \$1,503.11 (18.79 hourly) to \$2,358.47 (29.48 hourly) (Bi-weekly rate) officers receive a one-time allowance of \$1,100 to purchase required uniforms. You will receive an on-going uniform allowance to maintain and purchase replacement uniforms.

**Loyalty Program –**

Year's 1 – 5 \$1,000 annual incentive each year

Year's 10, 15, 20, 25, 30, 35 up to \$15,000 each of those years

Total of up to **\$105,000** over a 35 year career

**Educational incentive-**

Associates Degree \$1,000 annually

Bachelor's Degree \$2,000 annually

Master's Degree \$3,000 annually

**Shift Differential –**

Afternoons 2.5%

Graveyards 5.0%

**APPLICATION PROCEDURE**

On-line applications will be accepted at [www.ogdencity.com](http://www.ogdencity.com) . YOU WILL NEED TO PROVIDE PROOF OF NPOST ENTRANCE EXAM SCORING WITH YOUR APPLICATION. If you do not have access to a computer, you may come to the Ogden City Human Resources office located at 2549 Washington Blvd., Suite 220, Ogden, UT 84401 between the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday.

**PHYSICAL FITNESS TEST**

Scheduled by appointment, location and time to be determined. **All applicants** are required to take the physical fitness test (refer to attachment for standards). **The fitness test will be administered on these dates – please be prepared as this is a pass/fail test.**

**ORAL INTERVIEWS & WRITTEN ASSESSMENT**

Scheduled by appointment. You will be scheduled for date and time upon successful completion of the physical fitness test.

**Must successfully complete a psychological assessment and background check.**

<b><u>WEIGHTING:</u></b>	<b>NPOST Score</b>	<b>50%</b>
	<b>Oral Interview&amp; Written Assessment</b>	<b>50%</b>
	<b>Physical Fitness Test</b>	<b>Pass/Fail</b>

All applications/resumes will be evaluated and ranked on the basis of relevant education and experience as stated therein. Highest ranking applicants may be invited for a personal interview.

**WE ARE A DRUG-FREE WORK PLACE  
AA/EOE/ADAAA  
February 13, 2020**

## Peace Officer Entrance Examination

**This exam is required and needs to be submitted with your application.**

In January 1997, the POST Council directed the POST staff to develop a process that would assure that individuals entering Law Enforcement have adequate reading, writing, and mathematical skills. Therefore, upon the direction of POST Council, and effective January 1997, anyone applying for the academy must pass an entrance exam.

The entrance exam is administered by the agencies listed below. Scoring is provided through Standard& Associates, Inc., in order to maintain the integrity of the exam and allow POST a means to verify the completion of the testing requirement.

The exam may be taken at any of the following testing sites. A fee may be assessed and government or state picture identification is necessary. **The results are mailed to you approximately 2 (two) weeks from the test date.** Below are the approved testing sites:

### **BRIDGERLAND APPLIED TECHNOLOGY CENTER**

Wendy Glover  
1301 North 600 West Logan, UT 84321  
Phone: (435) 750-3188  
Fax: (435) 750-3046  
Testing: April - October -Contact Wendy for specific dates and an appointment for testing.

### **COLLEGE OF EASTERN UTAH TESTING CENTER**

Jeanette Parker  
451 East 400 North Price, UT 84501  
Phone: (435) 637-2120 Ext. 5325  
Fax: (435) 613-5112  
Testing: 2nd Tuesday and 4th Thursday at 1:00 p.m. by appointment.

### **COLLEGE OF EASTERN UTAH - SAN JUAN CAMPUS**

Ms. Shirley Clarke  
639 West 100 South Blanding, UT 84511  
Phone: (435) 678-2201 Ext. 171  
Fax: (435) 678-2220  
Call for dates and appointment for testing.

### **DAVIS APPLIED TECHNOLOGY CENTER**

Julie Wood, Assessment Technician  
Marie Sherwood, Assessment Clerk  
550 East 300 South Kaysville, UT 84037  
Phone: (801) 593-2361 or 593-2336  
Testing: Monday 7:45 to 2:30, Tuesday 7:45 to 4:30 & Thursday 7:45 to 11:30  
Contact front desk for scheduling.  
Fee \$30 Requires Picture I.D. is REQUIRED

### **DIXIE STATE COLLEGE TESTING CENTER**

Shannon Pulley  
North Plaza Building, 1000 E. 100 S., St. George, UT (East entrance)  
Phone: (435) 652-7692  
Fax: (435) 656-4016  
Testing: Walk-In testing available Tuesday 9-2, Wednesday-Friday 9-6. Arrive 2 hours before closing to test. Cost: \$45

### **SALT LAKE COMMUNITY COLLEGE - SOUTH CITY CAMPUS SCHOOL OF APPLIED TECHNOLOGY TESTING CENTER**

Rosie Summerhays  
1575 South State Street Room W-291, Salt Lake City, UT 84115  
Phone: (801) 957-3257  
Fax: (801) 957-3315  
Testing: Every Tuesday and Wednesday (except Federal/State holidays or college closures) starting at 5:45pm.  
Fee: \$30. Must have current government-issued photo ID. For more information, please visit us at [www.slcc.edu/sat/testing-services.asp](http://www.slcc.edu/sat/testing-services.asp)  
\*\* Please pay on the first floor at the ID Center or Info Center, then come up to the 2nd floor to room W-291 to test before 5:40 p.m. on scheduled days \*\*

### **SOUTHERN UTAH UNIVERSITY**

Tony Salso, Testing Coordinator  
Phone: (435) 586-8113  
351 W. University Blvd., ELC110, Cedar City, UT 84720 POST testing is administered on the 4th Tuesday of the month, except for holidays. Other testing times can be arranged. Please call for a testing appointment. (435) 865-8071

### **UINTAH BASIN APPLIED TECHNOLOGY CENTER**

Wayne Embelton  
1100 E Lagoon Street (124-5) Roosevelt, UT 84066  
Phone: (435) 722-4523  
Fax: (435) 722-5804  
Testing: Contact testing center for appointment.  
Open every day from 8:00 a.m. to 5:00 p.m. Monday thru Friday.

### **UTAH VALLEY UNIVERSITY**

Phone: (801) 863-8269  
Fax: (801) 764-7076 Call for appointment to test.  
<http://www.uvsc.edu/testing-services/students/othertests.html>

### **WEBER STATE UNIVERSITY TESTING CENTER**

1112 University Circle Ogden, UT 84408-1112  
Phone: (801) 626-6803  
Fax: (801) 626-7812

## Ogden City Police Policy Manual Excerpts from Policy 14A-Physical Fitness

***IMPORTANT NOTICE:*** Please note the physical fitness requirements in this notice that will be administered and must be passed in order to continue on with the testing process. These standards require training to be met. ***If you need assistance understanding or meeting these requirements, please contact Officer Marty Thomas (801-230-7942).***

### V. VALIDATED TEST STANDARDS

The following test standards have been scientifically validated as job related by Thomas & Means and Associates through a study conducted for URMMA in 1998 and 1999. There are four physical fitness tests that will be given in one day as a battery of tests:

- A. 1.5 Mile Run. This measures aerobic power of cardiovascular endurance (the ability to sustain exertion over time.) The test consists of running/walking as fast as possible the distance of 1.5 miles.
- B. Minimum Push-up. This measures the muscular endurance of the upper body. The test consists of doing as many pushups as possible, from the front lean and rest position with no time limit.
- C. One Minute Sit-up. This measures the abdominal or trunk muscular endurance. The test consists of lying on the ground and doing as many bent leg sit-ups as possible in one minute.
- D. Vertical Jump. This measures leg power. The test consists of jumping beside a wall or other measuring device and marking how high the member can jump from a standing position.

Each test is scored separately and members must meet the standard on each and every test. The tests are given all in the same day. The standards are as follows:

<b>Test</b>	<b>Standard</b>
1.5 Mile Run	15 minutes, 54 seconds
Minimum Push-up	25
One Minute Sit-up	35
Vertical Jump	16 inches

## Ogden City Police Policy Manual Excerpts from Policy 23-Authorized Uniform and Equipment

### K. Jewelry, Body Piercing, and Tattoos

Conservative watches and rings may be worn with all uniforms. Female officers or CSOs may wear conservative, stud style earrings, one per ear; however, larger or ring style earrings or more than one per ear are prohibited with duty uniforms as they have a higher potential for injury to female officers engaged in uniform police work. Male officers will not wear any earrings. No necklaces, medallions, or other jewelry items will be worn exposed.

All OPD employees will be governed by the following provisions governing body piercings and related jewelry, and tattoos:

“Representing the Ogden Police Department” includes any off-duty employment that involves use of police authority granted under employment with the Ogden Police Department, any off-duty employment where the police vehicle is utilized and/or the uniform or any markings indicating employment with the Ogden Police Department are utilized, or any off-duty employment where the officer is identified as an Ogden Police officer for the purpose of credibility in the employment, e.g., teaching at any of the Law Enforcement Academies or institutions of higher learning.

“Visible” means that while wearing the uniform or any of its variations within Policy 23, and while engaged in any of the activities and/or duties required of an OPD Officer.

Body piercing and related jewelry will not be visible at any time with the OPD uniform, or any of its variations within Policy 23, or at any time while representing the Ogden Police Department at training, court, or in any on-duty status, regardless of location, job or assignment.

Tattoos may be visible based on the following criteria:

1. The tattoos are not vulgar, profane, racist, or of a subject, wording, or depiction not in keeping with law, policy, or the professional standards of the Ogden Police Department.
2. The tattoos are not on the hands or less than one inch (1”) above the wrists.
3. The tattoos are not visible on the head, face, throat, ears, or anywhere above the collar of the OPD uniform shirt or its variations under Policy 23. An exception is the OPD Physical Fitness Uniform T-Shirt and only when worn as part of an authorized OPD Physical Fitness test.

Ogden Police Department members of the Weber-Morgan Narcotics Strike Force are under the jurisdiction of the Strike Force’s policy during the time of their assignment but must keep in mind that they will be governed by this policy upon their return to Ogden Police Department assignments.

The Chief of Police has final decision on whether or not a tattoo is in keeping with this policy and his/her decision is not appealable. The Chief of Police may, at his/her sole discretion, order the covering of any tattoo. “Sleeving” is discouraged, as are all ostentatious displays of tattoos. Officers considering new or additional tattoos which may be questionable under this policy are advised to review the tattoo(s) with the Chief’s Office prior to application.