This directive describes the procedures for the selection of sworn officers. The Department is committed to using a fair process to select the best qualified candidates.

JOINT RESPONSIBILITY WITH HUMAN RESOURCES – The Department and the City Human Resources Division share the responsibility of administering the selection process. The Department will follow the recruitment and selection process as defined in the City of Grand Junction Personnel Policy Manual, Policy Number 6.2, “Recruitment and Selection” to ensure a consistent, uniform, and fair process is used. In accordance with City Policy, the Chief of Police may waive components of the selection process.

DEPARTMENT RESPONSIBILITY – The Professional Standards Administrator will oversee the Department’s selection process activities and is the primary liaison with the City Human Resources regarding the selection process.

Successful candidates must meet physical, psychological, and medical qualifications assessed through examination. All examinations use valid, useful, and nondiscriminatory procedures. Documentation and records regarding the selection process will be maintained by the City Human Resources Division.

WRITTEN TEST – The Human Resources Division administers a written test to all Police Officer applicants as part of the initial selection process.

PHYSICAL ABILITY – Human Resources, with Department assistance, will administer a physical fitness and agility examination that measure conditioning, strength, endurance, coordination, and ease of movement.

PSYCHOLOGICAL/SUITABILITY – A qualified professional will assess and interpret the emotional stability and psychological fitness of each candidate. Human Resources will maintain a record of the results of these examinations.

MEDICAL – A licensed physician will conduct a medical examination of each candidate prior to appointment to introductory status to certify the general health of the candidate.
QUALIFICATIONS (con’t)  

CVSA/POLYGRAPH EXAM – A certified CVSA/Polygraph examiner (usually a Department examiner) will conduct a pre-employment polygraph exam using a standardized pre-employment questionnaire as the basis for the exam.

BACKGROUND INVESTIGATION – A detailed background investigation will be conducted on all candidates who are being considered for employment. The investigation will be conducted by a qualified and trained Supervisor or other Department employee authorized to conduct background investigations.

171.04 INTRODUCTORY PERIOD  

CITY POLICY – The City of Grand Junction Personnel Policy Manual, Policy Number 4.4, “Introductory Period”, describes the introductory period for employees and governs the completion or extension of the introductory period.

MINIMUM ADVERSE IMPACT – The Human Resources Division will review and ensure minimum adverse impact regarding the appointment of candidates from introduction to permanent status.

EVALUATION – Introductory employees who have completed the field training program will receive formal written evaluations as determined by the normal evaluation schedule for their positions, without regard for any additional (daily, weekly or monthly) training evaluations.

GRIEVANCE AND APPEAL – The City of Grand Junction Personnel Policy Manual governs the grievance and appeal procedures for introductory employees.