



**CITY OF MINNEAPOLIS**  
invites applications for the position of:

## **Police Officer**

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<b>SALARY:</b>	\$30.23 - \$38.96 Hourly \$62,878.40 - \$81,045.12 Annually
<b>JOB TYPE:</b>	Full-time
<b>DEPARTMENT:</b>	Police
<b>LOCATION:</b>	Special Operations Center (SOC), 4119 DuPont Avenue North, Minneapolis
<b>OPEN FOR APPLICATION:</b>	04/01/2018
<b>CLOSED FOR APPLICATION:</b>	05/13/2018 11:59 PM
<b>POSTING TYPE:</b>	Open to the public

### **POSITION DESCRIPTION:**

This is a full time position for a patrol officer. The police profession is a challenging and rewarding career. Police professionalism is based on community service and dedication to fair and honest enforcement of the laws. This specialized work, with and for the people of Minneapolis, comprises an extraordinary range of opportunities and responsibilities. Patrol Officers work various shifts and weekends, including holidays.

- Candidates with no prior experience will start at the beginning Recruit salary.
- Candidates with prior law enforcement experience are encouraged to apply and may be eligible to start higher in the salary range.

### **INFORMATION SESSION (optional):**

The Minneapolis Police Department has prepared a detailed information session which you are highly encouraged to attend. Attendance is optional for all applicants or potential applicants. Registration is NOT required. Each session will last up to 1.5 hours. We will highlight and discuss the following:

- Application process and educational requirements
- Fitness Entrance Exam details
- Background Investigation information
- Oral Exam expectations
- Medical, psychological, and drug & alcohol testing
- Recruit Academy

Dates:

Thursday, April 19, 2018 at 6pm  
Tuesday, May 8, 2018 at 6pm

Location:

Emergency Operation Training Facility (EOTF)  
25 - 37th Avenue NE, Fridley, MN 55421

**FITNESS FAMILIARIZATION SESSION** (optional):

New this year, an opportunity to receive hands-on practice with the fitness components. You are highly encouraged to attend. Attendance is optional for all applicants or potential applicants. Registration is NOT required.

Date:

Saturday, May 12, 2018 at 10am-4pm

Location:

Special Operations Center (SOC)  
4119 Dupont Avenue North Minneapolis, MN 55412  
Enter through the main entrance on Dupont.

**JOB DUTIES AND RESPONSIBILITIES:**

(Including but not limited to)

- Interacts with citizens to identify and solve problems in their neighborhoods
- Assists the public; keeps law and order; directs traffic
- Makes necessary arrests; keeps records and writes reports of all important incidents
- Patrols a beat on foot or in a patrol car
- Directs involvement with community members to organize crime prevention activities in neighborhoods
- Responds to citizen calls for assistance during crisis situations
- Communicates directly with neighborhood residents to identify and solve problems
- Answers questions from the public
- Assists people who are involved in accidents
- Checks property, suspicious persons and all others suspicious or dangerous conditions within the City of Minneapolis
- Investigates complaints and conducts preliminary investigations at the scene of crime, accident or other police matters
- Enforces traffic laws and responds to traffic accidents
- Testifies in court by presenting evidence and facts
- Drives a patrol car or other motor vehicle and works various shifts and weekends

**REQUIRED QUALIFICATIONS:**

**Licenses:**

- Must have and maintain a valid driver's license by June 18, 2018.
- Must successfully complete all Minnesota P.O.S.T. Board requirements and submit proof by August 1, 2018. Must remain current (not expired) throughout the process.

**State Requirements:**

- Must be United States Citizen
- Must not have a felony conviction
- Must successfully pass Background Investigation

**Fitness Entrance Exam:**

Must complete fitness entrance exam as established by the Minneapolis Police Department (MPD) for consideration in moving forward in the hiring process. Employees will also be expected to pass Academy fitness standards set by the MPD to graduate from the Academy.

**Eyesight:**

Vision no poorer than 20/100 without correction in the poorer eye; correctable to 20/40 in both eyes. Ability to distinguish the colors red, yellow and green.

**Hearing:**

Possess standard hearing average threshold without correction or no worse than a 40-decible loss on the average at 500, 1,000 and 3,000 Hertz frequencies in the better ear.

**Medical/Psychological:**

Must be deemed medically and psychologically fit and successfully pass a drug and alcohol screening prior to hire.

**SELECTION PROCESS AND DATES:**

Candidates unable to complete any portion of this process will not be eligible to move forward in the hiring process.

The City of Minneapolis reserves the right to select and limit the number of candidates in the selection process, based on a review of application materials which may include but is not limited to application, screening questions, training & experience (T&E), Subject Matter Expert Review (SME), fitness entrance exam, oral exam and background investigation.

The fitness entrance exam is tentatively scheduled for June 5, 2018. Candidates who meet minimum qualifications will be invited to the fitness entrance exam via email and must self-schedule. The fitness entrance exam will be comprised of the following components and require a passing score:

- Vertical Jump (13 inches)
- 300 Meter Run (82 Seconds)
- Bench Press (102 lbs. Or 60% of your body weight) OR Push Ups (25)
- Sit Ups (30)

-1.5 Mile Run (15 Minutes 44 Seconds)

Selected candidates will be contacted to schedule a background investigation, conducted by MPD, which may take up to three (3) months to complete. Selections to move forward in the process will be made upon the completion and review of the background investigation results.

Oral exams are tentatively scheduled for October 2-4. Selected candidates will be notified by email and must self-schedule.

The eligible list of qualified candidates is established by Human Resources after all testing is complete.

Final selections will be made upon the completion of the eligible list and conditional job offers will be made.

Recruit Academy is tentatively scheduled to begin Monday, December 17, 2018.

ELIGIBLE LIST WILL EXPIRE NINE MONTHS FROM THE DATE OF CERTIFICATION.

**NOTES:**

For more information on P.O.S.T.

requirements: <https://dps.mn.gov/entity/post/becoming-a-peace-officer/Pages/default.aspx>

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Knowledge of laws, ordinances and police procedures as they apply to situations encountered on duty.
- Ability to exercise discretion and good judgment in emergency situations.
- Ability to relate and work effectively with people from diverse cultural, economic and ethnic backgrounds.
- Ability to actively listen and understand the needs and situations of others.
- Ability to read, speak and write English clearly.
- Ability to assertively control conversations in order to quickly and accurately gather pertinent information and communicate this information professionally and precisely to the proper recipient.
- Ability to assess situations and anticipate needs and alternatives.
- Ability to defuse and de-escalate.
- Ability to deal with emergencies and stress without overreaction, maintain flexibility and to support and carry out directives.
- Knowledge of resources and the willingness to initiate use of available resources.
- Ability to be consistent in dealing with people; must be sensitive to others' problems without direct involvement.
- Ability to exclude personal biases from work performance. Ability to accept criticism and/or discipline.
- Must have tact and diplomacy.
- Must have commitment to the organization, and the agencies that the organization serves; willing to take initiative; dependable, mature in

relationships; and self-confident.

- Must represent the organization to other agencies and citizens with a courteous, helpful, accurate and business-minded attitude in all radio, telephone, written and other types of contact.
- Ability and skill to safely operate a motor vehicle.
- Ability to read and understand correspondence, memorandum and directives.
- Good oral and written communication skills.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.minneapolismn.gov/jobs>

Position #2018-00137  
POLICE OFFICER  
HR

250 South 4th Street  
Room #100  
Minneapolis, MN 55415  
(612) 673-2282

[human.resources@minneapolismn.gov](mailto:human.resources@minneapolismn.gov)

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