



Richmond Police Department

P.O. Box 203
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Wyoming, Rhode Island 02898



Elwood M. Johnson, Jr.
Chief of Police

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EMPLOYMENT OPPORTUNITY

Town of Richmond - Patrol Officer:

The Richmond Police Department is an Equal Opportunity and Diversity Employer.

The Richmond Police Department is embarking on a recruitment drive to identify potential candidates for hire as probationary **full-time police/patrol officers**. Applications are available on-line at the Richmond Police Department's website at www.RichmondPd.org, the website for the Town of Richmond at www.RichmondRI.com, or in person at the Department located at 1168 Main Street, Wyoming, RI 02898.

Minimum Eligibility Qualifications:

1. Must be a citizen of the United States;
2. Must be at least twenty-one (21) years of age;
3. Must possess a valid motor vehicle operator's (driver's) license;
4. Must be a high school graduate, or have obtained a General Equivalency Diploma (GED) issued by a State Department of Education;
5. Must be a Rhode Island resident, or reside within a thirty (30) mile radius of 5 Richmond Townhouse Road, Richmond, RI 02898.

APPLICATION DEADLINE: Applicants must submit a non-refundable \$30 payment (check or money order) payable to the "Richmond Police Department," along with their completed application. Applications and payment **must be received** in person or by US mail at the Richmond Police Department before 12:00 noon, on **August 21st, 2015**.

Applicants may inquire further by contacting Lieutenant John Arnold at (401) 539-8289, or by e-mail at jarnold@richmondpd.org.

SALARY & BENEFITS

Town of Richmond – Patrol Officer:

1. **Salary:** Starting salary for probationary patrol officer as of July 1, 2015 is **\$41,500**, increasing up to **\$42,985** in the second year of employment (not including additional pay for overtime and holidays), and over **\$56,000** after five years of service under the current contract. Employees are paid bi-weekly based on an average of thirty seven and a half (37.5) hours per week. Patrol officers are assigned to an eight (8) hour shift, working a rotation of four (4) days on followed by two (2) days off. Employees assigned to 2nd shift (3pm-11pm) and 3rd shift (11pm-7am), receive “**shift differential**” pay.
2. **Holidays:** Twelve (12) paid holidays per year.
3. **Sick Leave:** Eleven (11) paid sick leave days per year accruing to a maximum of 75 days.
4. **Vacation:** Probationary employees are not eligible for vacation days in their first year, but can earn compensatory time as paid leave in lieu of overtime pay. After successful completion of one year of service, employees earn **between five (5) and nineteen (19) vacation days** depending on years of service.
5. **Longevity:** After four (4) years of service, employees receive a 3% of their base pay as a longevity increase. There are additional 1% longevity increases after years ten (10), thirteen (13), eighteen (18), and twenty (20).
6. **Healthcare:** Full-time employees are eligible for Blue Cross Health Insurance/Delta Dental, in a single plan, two-party plan, or a family plan, with a 20% employee co-pay.
7. **Life insurance:** The Town provides a \$50,000 life insurance policy for loss of life on duty.
8. **Military Leave:** Eligible employees are afforded two (2) weeks of military leave for annual military training.
9. **Pension:** Police officers are entered into the State’s Municipal Employee Retirement System (MERS), which provides a minimum of 50% of the employee’s salary upon retirement after twenty-five (25) years of service. Members contribute 9% of their salary to their pension plan.

Richmond Police Department - Applicant Selection Process

1. Successful Preliminary Application Submission

Applicants must meet minimal eligibility requirements, and must follow directions successfully when completing a Richmond Police Department Preliminary Employment Application, which must be returned with the requisite payment of \$30.00 before the posted deadline. Applicants shall be required to provide truthful responses and information in their application, and during subsequent oral and/or written communications with the Richmond Police Department. **Any deliberate omissions, misrepresentations, or false information may result in disqualification of the applicant from further consideration.**

2. Physical Fitness Test

Applicants must successfully pass a Physical Fitness Test on a day-to-be-determined in 2015. **** Candidates must bring their operator's license along with their completed Physical Fitness Medical Certificate in order to participate in the test.** The test encompasses the following events:

Push Ups (1 minute)

This is a measure of the applicant's muscular endurance of the upper body (anterior deltoids, the pectorals and triceps). The applicant's hands are placed slightly wider than shoulder width apart, with fingers pointed forward. The administrator of the event will place one (1) sponge on the floor below the applicant's chest. If a male is testing a female applicant, a three (3) inch sponge should be placed under the sternum to substitute for the administrator's fist. Starting from the up position (elbows extended), the applicant must keep their back straight at all times and lower their body to the floor until their chest touches the administrator's fist or sponge.

The applicant then returns to the up position. This is recorded as one (1) correct push up. Resting should be done only in the up position. The total number of push ups with correct form completed in one (1) minute is recorded as the score.

1.5 Mile Run - Aerobic Power

This test is used to measure the efficiency of the cardiovascular system and how it responds to imposed physical demand. The applicant must run or jog a distance of 1.5 miles in the shortest time possible. All scores are individually recorded.

Sit Ups (1 minute)

This is a measure of the muscular endurance of the applicant's abdominal and hip flexor muscles. Applicants must lie on their backs, knees bent, with fingers interlocked behind their head, heels flat on the floor. Another applicant will hold their feet down. The applicant's heels will be approximately the distance between the applicant's outstretched thumb and small finger from the buttocks. From the "down or starting" position on their back, the applicant will raise their upper body, fingers interlocked behind their head, and touch their elbows to their knees at the "up" ending position. Applicants will then lower themselves until their shoulder blades touch the mat. This will be recorded as one (1) correct sit up. Applicants may rest only in the "up" position. The applicant score will be the total number of correct sit ups completed in one (1) minute.

300 Meter Run

This is a measure of applicant's anaerobic power capacity. Applicants will run a distance of 300 meters at a maximal level of effort. Time used to complete the distance will be recorded in seconds.

3. Written Examination

Applicants must successfully complete a written examination, which measures interpersonal skills and cognitive reasoning. The examination is designed, prepared, and scored by an independent, professional research company.

4. Successful Supplemental Application Submission

Applicants must meet minimal eligibility requirements, and must follow directions successfully when completing a Richmond Police Department's detailed **Supplemental Employment Application**, which must be returned before the specified deadline. Applicants shall be required to provide truthful responses and information in their application, and during subsequent oral and/or written communications with the Richmond Police Department. **Any deliberate omissions, misrepresentations, or false information may result in disqualification of the applicant from further consideration.**

5. Oral Board Examinations

Applicants determined eligible for further processing will appear before an Oral Interview Board.

6. Comprehensive Background Investigations

Applicants will have an extensive background investigation conducted by a member of the Richmond Police Department regarding their past employment record, education, criminal history, consumer credit history, community reputation, military service, and overall character.

7. Psychological and Medical Testing

Applicants who have successfully progressed this far in the process must complete a written psychological examination, and attend a follow-up interview by a licensed psychologist. All evaluations are interpreted by a licensed psychologist who has been contracted by the Richmond Police Department.

Applicants determined eligible for further processing must pass a complete medical examination and be found physically qualified by a physician designated or authorized by the Richmond Police Department.

8. Recruit Selection

Remaining applicant files are reviewed and qualified applicants shall be considered for selection to attend the Rhode Island Municipal Police Training Academy, unless the candidate is already certified, in which case they may be eligible for a conditional offer of employment as a probationary patrol officer with the Richmond Police Department upon the recommendation of the Chief of Police, and final approval by the Richmond Town Council.

**** Candidates must be able to pass a swim test in order to attend the Rhode Island Municipal Police Training Academy.**