



ST. LOUIS COUNTY POLICE DEPARTMENT

"The Best Place for the Best People to Work"

SECURITY OFFICER

By mandate of the St. Louis County Charter, the St. Louis County Police Department is organized and administered on a non-political merit basis for selection and appointment of all personnel. This announcement provides the information necessary for a potential job applicant to determine whether he/she meets the basic qualifications for security officer with the St. Louis County Police Department.

QUALIFICATIONS FOR SECURITY OFFICER

AGE REQUIREMENT: Must be at least 21 years of age.

RESIDENCY: Must be a citizen of the United States or must possess a valid work permit and must submit an application for United States citizenship when eligible.

EDUCATION REQUIREMENT: Documentary proof of high school education or presentation of a State Equivalency Certificate and transcript of scores.

HEIGHT AND WEIGHT: Weight must be in proportion to height according to standards adopted by the Department for police officers and security officers (see Weight Standards/Approved Chart for Commissioned and Security Officer Employees).

VISION: No minimum uncorrected requirements; eyesight must be correctable to 20/20.

ARREST RECORD: Must be free from conviction of a Felony or a Class "A" Misdemeanor.

DRIVER'S LICENSE: Must possess a valid State Operator's License having five (5) or less points assessed against his/her driving record at time of application.

MILITARY: Must have an "*Honorable*" discharge, or a discharge "*Under Honorable Conditions*" if applicant has served in any of the military services.

APPLICANT MUST be able to be licensed as a security officer.

COMPETITIVE SELECTION PROCESS

Under the regulations of the Police Department, all original appointments to the St. Louis County Police Department are made on the basis of an open, competitive selection process conducted under the supervision of the Personnel Services Unit. Each applicant must complete each stage of the selection process before becoming eligible for the next step. The selection steps, in their order, take up to six months to complete:

PRELIMINARY BACKGROUND REVIEW: A review and detailed evaluation of Personal History Questionnaire and supporting documents to determine if applicant meets the minimum requirements for the position.

ORAL INTERVIEW: An evaluation to determine overall fitness for the job in appearance, self-expression, mental alertness, and adaptability to security duties. The Board shall attempt to seek out individuals whose motivation and suitability for the position best meets the needs.

BACKGROUND INVESTIGATION: A thorough background investigation will be conducted on all security officer applicants to determine past employment record, personal references, neighborhood reputation, police record check, and credit history.

PERSONNEL SUPERVISOR'S INTERVIEW: An evaluation in determining overall fitness for the position in appearance, self-expression, mental alertness and adaptability to security work.

CHIEF'S REVIEW: The Chief of Police with the Commanding Officer of the Division of Operational Support will review the qualifications and credentials of the candidate. This evaluation may result in an offer of conditional employment or an end to the current selection process.

PHYSICAL HEALTH EXAMINATION: This examination will be given after a conditional offer of employment, by a Department designated physician and shall consist of various organic tests to determine the applicant's fitness for security work and will include a urinalysis for the purpose of drug screening. Each applicant will be required to meet the medical standards as approved by the Department and agreed to by the contract physician.

REAPPLICATION: In the event an applicant is eliminated during any phase of the process, reapplication may not be made for six months unless circumstances indicate that an earlier review may be warranted.

PROBATIONARY PERIOD: There is a probationary period of 12 months on assignment within the Department. During the period, probationary security officers must demonstrate their ability and willingness to perform security duties.

SALARY

BASE SALARY RANGE: \$26,532-\$42,452 annually; Department employees are paid on a bi-weekly basis.

SHIFT DIFFERENTIAL: Ten percent (10%) pay differential for security officers for rotating shift work; this is in addition to base salary.

AN EQUAL OPPORTUNITY EMPLOYER/MALE/FEMALE