

JOB ANNOUNCEMENT

Police Officer

Chicago Police Department

The City of Chicago is currently seeking qualified Police Officer candidates for the Chicago Police Department's (CPD) upcoming 2024 academy classes. Chicago has the second-largest Police Department in the nation, with over 12,000 officers dedicated to protecting the lives, property, and rights of all people. We accomplish this through professionalism, innovation, and a progressive approach to community relational policing.

To provide candidates with the most flexibility, The City of Chicago and the Chicago Police Department will be offering online computer-based testing options. You can take the exam at testing centers throughout the nation or even from your home.

Officers receive a competitive starting salary of \$58,842 that increases to \$88,746 annually after just 18 months. Benefits include regularly scheduled salary increases, city-subsidized medical and dental insurance, holidays, tuition reimbursement, retirement savings and pension plans.

Officers have lateral and promotional opportunities in numerous divisions within the department in the areas of investigations, technology, forensics, community relations, youth investigations, bomb, SWAT, Marine and Helicopter, and many more. Regardless of the assignment, you will work in an environment that fosters leadership, teamwork, and service to the community. You will have the freedom to shape your career as well as the camaraderie of being part of a world class team of law enforcement professionals. CPD is a department that prides itself on professionalism, community-oriented policing, technology, and intelligence-led crime reduction efforts. You will have access to continuous opportunities for training and advancement throughout your career.

No prior law enforcement experience is required to join. Upon employment, you will attend our 6-month paid police academy which will prepare you for a challenging and rewarding career.

The Chicago Police Department is an equal opportunity employer that values diversity and looks for candidates that reflect our communities' broad cross-sections. We are seeking effective problem-solvers, critical thinkers, and good communicators with the ability to interact with all members of the community and perform the role safely, effectively, and following local, state, and federal law as well as CPD policy and procedures.

ESSENTIAL DUTIES

Police officers are responsible for collaborating closely with the community to preserve peace and promote public safety. Police officers work for citizens' benefit by protecting life and property from harm and maintaining order. The police officer accomplishes this mission through his or her presence and the enforcement of Federal, State, and Municipal laws as necessary.

Essential duties of the position include:

- Builds community trust and confidence through day-to-day interactions with members of the community.
- Works to resolve conflicts through effective communication.
- Communicates effectively with people from various social and cultural backgrounds in a wide range of situations.
- Monitors environment and crime conditions of an assigned geographic area using routine patrol methods.
- Responds to incidents either assigned or observed as required.

- Gathers relevant information at an incident to conduct a preliminary investigation.
- Ensures any personal property taken into custody is documented correctly and secured.
- Seeks to apprehend suspected law violators through the use of arrest procedures or citation procedures.
- Actively pursues suspected law violators using search and containment methods.
- Processes suspected law violators using arrest and booking procedures.
- Enforces state and municipal traffic laws using arrest procedures and citation procedures.
- Gathers information at traffic crash scenes to conduct preliminary investigations.
- Uses hand signals to direct traffic as necessary around accidents, objects on the road, or intersections when traffic signals are not working.
- Complies with Department rules, regulations, policies, and all Federal, State, and Municipal laws that govern police officers' activities.
- Appears in court and presents testimony.
- Performs the role safely, effectively, and following local, state, and federal law as well as CPD policy and procedures.
- Perform other duties as required.

NOTE: The list of essential duties is not intended to be inclusive. There may be other duties that are essential to this position.

Qualifications - External
MINIMUM QUALIFICATIONS

- To apply, applicants must be 20 years of age. The exam administrator will verify age at the time of the written exam. Candidates who have not reached the age of 20 will not be allowed to take the written examination.
- However, candidates cannot enter the Police Academy until they reach the age of 21. If you reach your 40th birthday at any point in the hiring process before entering the Police Academy, you will be disqualified.
- Pursuant to the Municipal Code of Chicago 2-152-410, the City appoints no person after the person's 40th birthday to a probationary Police Officer position.
- At the time of entry into the Police Academy, candidates must meet the minimum education and/or military requirements listed below.
- **EDUCATION/MILITARY SERVICE: At the time of entry into the police academy, applicants must have at least 60 semester hours (90 quarter hours) from an accredited college or university (Documentation Required). Educational requirement may be waived if applicant has:**
 - Served two (2) consecutive years (24 months) on active duty in the Armed Forces of the United States and received an Honorable Discharge (Documentation Required), **OR**
 - Completed at least 30 semester hours (45 quarter hours) from an accredited college or university AND has served one (1) continuous year on active duty in the Armed Forces of the United States (Documentation Required), **OR**
 - At least two (2) years of full-time employment as a peace officer, **OR**
 - At least three (3) years of full-time employment as a correctional officer within the last 4 years, **OR**
 - At least three (3) years of full-time employment as a detention officer within the last 4 years, **OR**
 - At least three (3) years of full-time employment as a licensed professional security or private security contractor within the last 4 years, **OR**
 - At least three (3) years of full-time employment working in the professional trade industry within the last 4 years, **OR**
 - At least three (3) years of full-time employment in the last four (4) years providing paraprofessional work experience to the public or community in one of the following fields: social services, health care services, and/or education

Licensure, Certification, or Other Qualifications

- **Employee Vaccination Requirement:** City of Chicago employees must, as a condition of employment, be fully vaccinated against COVID-19 effective October 15, 2021. This Policy applies to all City employees. If you are not able to receive the vaccine for medical or religious reasons, you may seek approval for an exemption in accordance with applicable City processes. For more information on the vaccine policy please visit: https://www.chicago.gov/city/en/depts/dhr/supp_info/city-of-chicago-employee-vaccination-policy.html
- Per Illinois Law Enforcement Training and Standards Board, recruits participating at a full-time academy must be fully vaccinated at the time their academy class is to start.
- You must be a U.S. citizen or a legal resident at the time of entry to the Police Academy.
- Residency Requirement: All employees of the City must be actual residents of the City as outlined in 2-152-050 of the City Chicago Municipal Code. You must be a resident in the City of Chicago at the time of entry to the Police Academy.
- Must have a valid State of Illinois driver's license at the time of entry to the Police Academy.
- Must have a Firearm Owner's Identification (FOID) card issued by the State of Illinois at the time of entry to the Police Academy.
- Must maintain the ability to safely handle and use a department approved firearm
- Must successfully pass all examinations mandated by State Law to receive certification as a Peace Officer
- Must successfully complete academy training program
- Must pass a background investigation and all required pre-employment procedures and processes as required by the Chicago Police Department.

APPLICATION PERIOD

- **Monday, January 15, 2024, 12:01 AM (00:01) Central Standard Time (CST) through Tuesday, December 31, 2024 at 11:59 PM (23:59) Central Standard time (CST).**
- Initial evaluation of your application will be based on information provided on the application form and documents submitted with this application. The individual applicant must submit applications. The City will not accept second party applications.
- It is the applicant's responsibility to keep all contact information, including email address, updated with the City of Chicago through their CAREERS account.

PREFERENCES

The City of Chicago may grant preference in processing to qualified applicants who meet the criteria, **providing the preference is not superseded by collective bargaining agreement.** Failure to answer the question AND attach the required documentation will result in the candidate not being considered for any preference listed below:

1. **LINE OF DUTY PREFERENCE:** The City of Chicago offers a Line of Duty preference to qualified applicants who are immediate family members of sworn Police and uniformed Fire Department Personnel who died in the line of duty or who were immediate family members of individuals who have served on active duty with the Armed Forces of The United States, Illinois National Guard, or any reserve component of The United States who died in the line of duty in a combat zone will be granted preference for an entry sworn Police or uniformed Fire Department position. The definition of an immediate family member, line of duty, and combat zone will be determined by the appropriate authorizing and governing bodies. To qualify for the preference, the applicant must otherwise be eligible for the job and be qualified for the position. The preference granted under this section shall be in the form of preference in processing. Applicants eligible for this section will be considered before other qualified applicants for approved vacant positions. To apply, please visit the following link:

http://www.cityofchicago.org/city/en/depts/dhr/supp_info/line_of_duty_preference.html

2. VETERANS PREFERENCE: The City of Chicago offers Veterans Preference to both current active military personnel AND military personnel who have served in the Armed Forces of The United States and have received an honorable or general discharge. The preference granted under this section shall be in the form of preference in processing. Eligible candidates must have at least six months (180 days) of active duty documented. To receive the veteran's preference, candidates need to indicate whether they are a veteran by answering "YES" or "NO" to the question on the online application AND **attach one of the following documents:**

- DD214—Member Copy 4. The copy must include discharge status, which is found on the Member Copy A letter from the United States Veterans Administration on official stationery stating a minimum of 180 days of Active-Duty service and character of service. This letter must also include a copy of the applicant's Military ID.
- **OR** Active military personnel must attach a letter from their Commanding Officer on official stationery verifying a minimum of 180 days Active Duty, length of service, and must include character of the service status in the Armed Forces of the United States. This letter must also include a copy of the applicant's Military ID.

3. CPS PREFERENCE: The City of Chicago offers a CPS Graduate Preference to high school graduates from the Chicago Public School system. To receive the CPS Graduate Preference, candidates need to indicate whether they are a CPS high school graduate by answering "YES" or "NO" to the question on the online application AND **attach one of the following documents:**

- Applicants are required to attach a copy of their Chicago Public High School diploma or high school transcripts indicating graduation from a Chicago Public High School.
- General Education Development (GED) will not be accepted.

4. CPFTA PREFERENCE: Qualified candidates that have successfully completed the Chicago Police and Fire Training Academy may be granted preference for an entry position for the sworn Police or uniformed Fire Department position. To receive the CPFTA preference, candidates need to indicate whether they graduated from the program by answering "YES" or "NO" to the question on the online application. Candidates must also attach their certificate of completion for consideration.

ENTRANCE EXAM PROCESS:

This position requires applicants to successfully pass an entrance exam. The City will invite applicants who completed the online application or walk-in application to participate in the entrance exam. **Applicants may choose from the following testing options:**

In Person Testing Options: City Colleges of Chicago

- in person across multiple City Colleges of Chicago locations
- **There will be four (4) opportunities to take the exam in 2024**

Computer-based Testing Options: The Chicago Police Officer Examination in two test delivery options.

- Take the examination in a computer-based format via the Pearson VUE network of test centers located in the City of Chicago metro area and throughout the country.
- Take the examination in the your home or office via the Pearson VUE Online Proctored solution – known as OnVUE.

The City will consider requests to reschedule to another session for life events that have the required supporting documentation but are not guaranteed.

HIRING PROCESS

Upon completing an application, the City will invite individuals who meet the minimum qualifications to the entrance exam. The Candidates passing the entrance exam are placed on the Police Officer referral list in random lottery order. As vacancies become available, candidates in lottery order will be notified by the Office of Public Safety Administration to complete the next steps in the hiring process. We expect to contact Candidates who pass the exam regarding the post-exam steps approximately 2-4 weeks from their exam date. The full hiring process takes between 4-9 months.

The selection process includes the following steps:

- Entrance exam
- Police Officer Processing Day
- Background investigations
- Medical examination
- State required physical abilities assessment (POWER) Test
- Psychological examination
- Drug screen
- P.O.W.E.R. Test- For more information about the P.O.W.E.R. test, please visit the following website: <https://home.chicagopolice.org/bethechange/power-test/>
- Other pre-employment procedures as determined by the City of Chicago and the Chicago Police Department.
- Additional information about the selection process can be found on the Chicago Police Department's website: <https://home.chicagopolice.org/inside-the-cpd/bethechange/>

POLICE ACADEMY

Applicants who meet all hiring requirements and pass all the pre-employment procedures are eligible to enter the Police Department's Education and Training Academy. Upon entry, applicants will become probationary Police Officers. Among other things, Probationary Police Officers receive physical, practical, and academic training on Chicago Police Department policies and procedures, community policing, the law, communication skills, strategies, tactics, professionalism, and how to use various law enforcement technologies. Probationary Police Officers must complete and pass all training modules to graduate.

NOTES

- This job announcement is not an offer of employment. Completion of any step or all steps in the police officer hiring process or placement on the pre-qualified applicant list does not guarantee employment and does not create any contractual rights or obligations.
- This position is career service status, which is obtained after successfully completing the 18-month probationary period.
- Disqualification of an applicant at any step in this hiring process may result in his/her removal from further consideration.

- The Municipal Code of Chicago 2-152-150 prohibits hiring anyone who owes any debt to the City of Chicago. You must reconcile any fees, fines, taxes, or other debts owed to the City before entering the Academy.
- Falsification or omission of information may subject you to disqualification and/or termination of employment and may be punishable as perjury as well as a violation of the Municipal Code of Chicago 2-74-095, which provides for a fine of up to \$500.
- Any person appointed to the position of Police Officer with the City of Chicago will be required to maintain the ability needed to perform the essential duties of a Police Officer or will be subject to dismissal from the service of the City of Chicago according to the rules.
- At any time during the hiring process or during the life of the pre-qualified applicant list, the Department of Human Resources and the Chicago Police Department reserve the right to modify the selection process, the test schedule, and/or impose any additional tests, standards, or qualifications deemed appropriate to evaluate applicants for this position.

If you would like to request a reasonable accommodation due to disability or pregnancy in order to participate in the application process, please contact the City of Chicago, Department of Human Resources, at 312-744-4976 or disabilityaccommodations@cityofchicago.org. Please be prepared to provide information in support of your reasonable accommodation request.

Please note, all positions with the City of Chicago close promptly at 11:59 pm Central Daylight Time (CDT) Applications for this position will be accepted until 11:59 pm CDT on Tuesday, December 31, 2024. No exceptions will be made.

ALL REFERENCES TO POLITICAL SPONSORSHIP OR RECOMMENDATION MUST BE OMITTED FROM ANY AND ALL APPLICATION MATERIALS SUBMITTED FOR CITY EMPLOYMENT.

The City of Chicago is an Equal Employment Opportunity and Military Friendly Employer

Contact: CPDNEWHIRE@chicagopolice.org for any additional questions.

City of Chicago

Brandon Johnson

Mayor

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Superintendent