



Police Officer / Full Time

Salary Range: \$19.14 - \$33.47

Opening Date: January 11, 2018

Closing Date: January 26, 2018

Interested candidates must complete and submit a Riverdale City application, a current resume and a copy of your POST certification to Human Resources. You must be POST certified to apply. This job posting will be open until all vacant positions are filled.

Once a qualifying application is received, arrangements will be made to begin the testing process. There will not be a group testing date. Starting salary will be based on years of service and qualifications on a 1 for 1 basis. For applications please visit our website at www.riverdalecity.com, or in person at the Riverdale Civic Center 4600 S. Weber River Dr. Riverdale, UT 84405. Return completed applications to the Riverdale Civic Center.

GENERAL PURPOSE

Performs a variety of **working level, technical** law enforcement duties related to enforcing the laws, maintaining the peace, and protecting the citizens of Riverdale. Performs in investigations, patrol or traffic units as may be assigned.

SUPERVISION RECEIVED

Works under the general supervision of the Lieutenant or Sergeant.

SUPERVISION EXERCISED

May provide close to general supervision to less experienced officers while in training or on a case-by-case basis. Functions as the Officer in Charge (OIC) in the absence of a higher ranking officer or by assignment.

ESSENTIAL FUNCTIONS

Performs a variety of advanced level law enforcement duties.

Responds to life and property threatening calls such as robbery, burglary, family disturbance, theft, vandalism, arson, riot, etc.

Conducts investigation and follow-up investigation on scene and post incident; makes arrests of offenders.

Writes crime case reports, arrest reports, complaint reports, etc.

Appears and testifies in court.

Routine patrol of residential neighborhoods and businesses.

Operates the breathalyzer and radar equipment.

Conducts security checks of business and residential establishments.

Performs traffic related functions; i.e. enforcement and investigation of accidents.

Functions may be performed in uniform or investigation divisions.
Other functions may be assigned by letter of appointment.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Graduation from high school or equivalent GED.
- B. Successful completion of Utah Peace Officers Standards and Training (POST) Academy.
- C. Or an equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

Some knowledge of modern law enforcement principles, procedures, techniques and equipment; applicable Federal, State, County and City laws and ordinances and departmental rules and regulations; hazardous waste classifications and emergency procedures related to control, containment, and confinement, investigative procedures and practices; legal liabilities associated with arrest and law enforcement; court room procedures and laws of evidence.

Skill in the use of firearms, the operation of police vehicles and other specialized equipment including intoxilyzers, radar (laser) units, restraint devices and less than lethal devices.

3. Special Qualifications:

Must be clear of prior felony criminal convictions; misdemeanor convictions will be dealt with case-by-case.

Must possess a valid Driver's License.

Must maintain firearm proficiency.

Must maintain POST certification.

Must meet department specified physical fitness requirements.

4. Work Environment:

Many functions of the work pose high degrees of hazard uncertainty. Work is subject to all seasonal and weather extremes. Physical readiness essential to effective job performance. Various levels of mental application required. Continuous use of motor skills. Risk of exposure to biohazards and blood borne pathogens. Work requires twenty four hours, seven day a week coverage, including holidays.

Veteran's Preference Points: Applicants **MUST** submit a copy of their DD-214 with their application and **before** the closing date in order to receive veteran's points. This is for initial appointments only.

Riverdale City is an Equal Opportunity Employer. All applicants selected for employment with the city shall be required to take a drug and alcohol test with negative results and a background check as a pre-condition of employment.



Riverdale Police Department Employment Packet

Applicant's Name

Position

Date

Return to:
Riverdale Civic Center
4600 South Weber River Drive
Riverdale, Utah 84405
Phone (801) 394-6616



Information for Riverdale Police Officer Applicants

APPLICATIONS FOR EMPLOYMENT MUST INCLUDE:

Fill out and return

- a. Cover Sheet
- b. Employment Application
- c. Residential History
- d. Education Experience
- e. Law Enforcement experience, if applicable
- f. Personal Conduct
- g. Motor Vehicle Operation
- h. Controlled Substance
- i. Military Service, if applicable
- j. Employment History
- k. References (All Sheets required)
- l. Release of Liability for confidential Drug/Alcohol tests
- m. Personal injury release form

A photocopy of the following items:

- a. POST Basic Training Record and POST transcript scores, if applicable.
- b. Military discharge documents (DD214 Long Form). If you have been in the military, you will need a DD214 for each period of active duty which has been completed. if applicable.

FAILURE TO INCLUDE ANY OF THE ABOVE LISTED DOCUMENTS WITH THE APPLICATION PACKET MAY DISQUALIFY YOU FOR FURTHER CONSIDERATION.

FALSE INFORMATION OR OMISSIONS ARE CAUSE FOR IMMEDIATE DISQUALIFICATION.

Riverdale City Corporation Employment Application

4600 South Weber River Drive
Riverdale, Utah 84405
(801) 394-5541 * FAX (801) 399-5784
www.riverdalecity.com

Name _____
First Middle Initial Last

Address _____
Street City State Zip

Phone No. _____ Message Phone _____

Date of application _____ Position Applying For: _____

Type of Employment Desired: Full-Time _____ Part-Time _____

Temp/Seasonal _____

For jobs requiring driving only: Do you possess a valid Utah driver's license?
Yes _____ No _____

Are you legally eligible for employment in the U.S.? Yes _____ No _____

Are you 21 years of age or older? Yes _____ No _____

Date you can start: _____

Are you employed now? _____

May we inquire of your present employer? _____

Referred by: _____

Note: The Human Resources department will provide reasonable accommodations for any applicant during the application, examination or interview process. If you have special needs, please call (801) 436-1209.

After reaching the age of 18 years or older, have you ever been convicted of violating any Civil or Criminal Law other than minor Traffic Offenses? Yes _____
No _____

If yes, please explain:

(Convictions do not bar applicant from employment, but will be evaluated according to the time, circumstance, and severity.)

Are you related to anyone currently working for Riverdale City? Yes _____
No _____ If yes, name of employed relative: _____

Relationship to you: _____

RESIDENTIAL HISTORY

Please list every address that you have lived at over the last twenty years or until you were age 16 years old, whichever is more recent. List the addresses in chronological order from your current address backwards to your earliest address. List ALL addresses including temporary addresses such as those related to summer employment, attending college and any other that would apply. Please include the names of friends, family and others who shared the address with you.

From _____ to _____ (month/year)

Street Address _____ PO Box _____

City _____ State _____ ZIP _____

Roommates:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Landlord or Property Owner _____ Landlord's Phone Number _____

From _____ to _____ (month/year)

Street Address _____ PO Box _____

City _____ State _____ ZIP _____

Roommates:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Landlord or Property Owner _____ Landlord's Phone Number _____

From _____ to _____ (month/year)

Street Address _____ PO Box _____

City _____ State _____ ZIP _____

Roommates:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Landlord or Property Owner _____ Landlord's Phone Number _____

From _____ to _____ (month/year)

Street Address _____ PO Box _____

City _____ State _____ ZIP _____

Roommates:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Landlord or Property Owner _____ Landlord's Phone Number _____

From _____ to _____ (month/year)

Street Address _____ PO Box _____

City _____ State _____ ZIP _____

Roommates:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Landlord or Property Owner _____ Landlord's Phone Number _____

EDUCATION

Starting with high school list names and addresses of all schools you have attended or are now attending. This includes all schools of higher education such as colleges, universities, trade or technical colleges and public safety academies.

Name of School: _____ Dates Attended: _____ to _____

Address: _____ Phone Number _____

_____ Did you Graduate? () Yes () No

Type of Degree received: _____ Major: _____

Name of School: _____ Dates Attended: _____ to _____

Address: _____ Phone Number _____

_____ Did you Graduate? () Yes () No

Type of Degree received: _____ Major: _____

Name of School: _____ Dates Attended: _____ to _____

Address: _____ Phone Number _____

_____ Did you Graduate? () Yes () No

Type of Degree received: _____ Major: _____

Name of School: _____ Dates Attended: _____ to _____

Address: _____ Phone Number _____

_____ Did you Graduate? () Yes () No

Type of Degree received: _____ Major: _____

LAW ENFORCEMENT EXPERIENCE

If you answer yes to any of the questions below, please explain your answer completely in the white space below the question, or on the back side of this paper. Refer to the question by number in your response.

1. Are you currently or have you ever been POST certified? Date? Your current status?
 Yes No

2. Have you ever worked for any law enforcement agency in any capacity? What agency? What were your responsibilities? Yes No

3. Have you ever applied with other law enforcement agencies for employment as a peace officer or non-peace officer? Please list those agencies on the other side of this page, along with approximate dates of application. Yes No

4. Has any other law enforcement agency conducted a background investigation concerning you?
If Yes, what agency?
 Yes No

5. Have you ever been passed over or rejected for employment as a peace officer? If Yes, by what Agency?
 Yes No

6. Have you previously applied for employment in any capacity with the Riverdale City Police Department, or with Riverdale City? Yes No

PERSONAL CONDUCT

If you answer yes to any of the questions below, please explain your answer completely in the white space below the question or on the back side of this paper. Reference the question by number in your response if necessary.

1. Have you ever committed an offense where you could have been/or were arrested? If yes, give date when offense was committed and what the offense was. () Yes () No
2. Have you ever been arrested or required to appear before a Court of Law? If yes, how many times arrested, when, what for, and what was the disposition? () Yes () No
3. Have you ever been detained for investigation, held on suspicion, questioned, fingerprinted or arrested by any law enforcement agency? () Yes () No
4. Have you ever petitioned any court to seal or expunge a criminal record? () Yes () No
5. Have you ever been involved in or found guilty of any crime of unlawful sexual conduct?
() Yes () No
6. Have you ever been involved in or found guilty of employing physical violence that resulted in the injury or harm of another? () Yes () No
7. Have you ever been in the subject of an investigation dealing with the theft of something not belonging to you? () Yes () No
8. Have you ever taken any property that didn't belong to you from a place where you worked without getting permission first? If yes, what was taken, what was the value, date of occurrence?
() Yes () No
9. Have you ever purchased any item that you knew or suspected was stolen? If yes, list item, quantity, value, date of purchase. () Yes () No
10. Have you within the past five (5) years done anything at all that you could have been found guilty for doing? () Yes () No
11. Have you ever had a criminal warrant or a traffic warrant issued for your arrest? If yes, give date warrant was issued and date cleared. () Yes () No
12. Have you ever intentionally perjured yourself in a Court of Law? () Yes () No
13. Do you reside or associate with anyone (family or friends) who is or has been involved in criminal behavior equivalent to a class A misdemeanor or a felony? () Yes () No
14. Have you ever been reported as a missing person or runaway? If yes, list jurisdiction, dates and outcome. () Yes () No
15. Have you ever been placed on probation or parole? If yes, when, where, why, dates. () Yes () No

16. Have you been delinquent or has any legal action ever been taken against you for failing to meet an obligation for child support or alimony? () Yes () No
17. Do you owe money for parking tickets? If yes, indicate the amount owed. () Yes () No
18. Have you ever been asked to submit to a polygraph examination? If yes, list dates, examiner's name, purpose for examination, and name of the agency or company who requested it.
() Yes () No
19. Have you ever failed a polygraph examination? If yes, why did you fail? () Yes () No
20. Have you ever applied for a permit to carry a concealed weapon? If yes, list date, name of law enforcement agency. () Yes () No
21. Have you had your permit to carry a concealed weapon approved? If no, date, why it was not granted. If yes, list permit number. () Yes () No
22. Have you ever falsified an insurance claim? () Yes () No
23. Have you ever falsified an income tax return? () Yes () No
24. Have you ever collected unemployment or welfare benefits when you were not entitled to do so? () Yes () No
25. Have you ever fraudulently misused a credit card? () Yes () No
26. Have you ever forged a check? () Yes () No
27. Do you or your spouse have an interest in any business enterprise or institution that is regulated by or receives financial benefits from any agency of the State of Utah? If yes, explain. () Yes () No
28. Has there ever been any situation in which you have been involved which may be incompatible with the discharge of the duties of a certified officer? This would include any activity which may impair your independence of judgment or action in the performance of the duties of a peace officer or special function officer. If yes, explain. () Yes () No

MOTOR VEHICLE OPERATION

Beginning with your current driver license, list every motor vehicle operator's license you have possessed. If you do not have the driver license number indicate the name you used on the license.

State: _____ Name and DL number used: _____

State: _____ Name and DL number used: _____

State: _____ Name and DL number used: _____

If the answer to any of the questions BELOW is yes, explain why in detail in the space under the question or on the back side of this sheet. Refer to the question number in your response if writing on the back side of this sheet.

1. Have you ever been refused an operator's license by any state? If yes, give the state, date, and the circumstances. ()Yes ()No
2. Has your driver's license ever been suspended, revoked, placed on probation, or have you ever received a warning notice from the state who issued your license? If yes, give the name of state, date, circumstance. ()Yes ()No
3. Have you ever been involved in a traffic accident as a driver that was not reported which really should have been reported? ()Yes ()No
4. Have you ever been issued a traffic citation? If yes, list date, type of violation, disposition. ()Yes ()No
5. Have you ever operated a motor vehicle while you were under the influence of alcohol? ()Yes ()No
6. Have you ever had an alcohol related accident? If yes, give date, place of accident and circumstances. ()Yes ()No
7. Have you ever been found guilty for driving while under the influence of alcohol or drugs? ()Yes ()No
8. Have you been convicted or pled guilty to driving while under the influence of alcohol or drugs, or to lesser charges following a D.U.I. arrest? If yes, list the date of the arrest, the law enforcement agency involved, and the final disposition. ()Yes ()No

CONTROLLED SUBSTANCES

This section deals with controlled substances. Answer each question truthfully. If the answer to any of the questions BELOW is yes, explain in detail in the space below the question or on the back side of this sheet. Indicate what types of drugs, narcotics, or other controlled substances were involved, dates of occurrences, and frequency. Refer to the question number in your response if writing on the back side of this sheet.

1. Have you ever possessed any drugs, narcotics or other controlled substances other than those prescribed by a doctor or other licensed medical practitioner? ()Yes ()No
2. Have you ever sold or otherwise distributed any drugs, narcotics or other controlled substances? ()Yes ()No
3. Have you ever been involved in the cultivation of marijuana or the manufacturing of any drugs, narcotics, or other controlled substances? ()Yes ()No
4. Have you ever purchased any drugs, narcotics or other controlled substances from other than a doctor, or other licensed medical practitioner, or pharmacist? ()Yes ()No
5. Have you ever knowingly stored illegal drugs, narcotics or other controlled substance for yourself or any other person? ()Yes ()No
6. Have you ever transported illegal drugs, narcotics, or other controlled substances for yourself or any other person? ()Yes ()No
7. Have you ever been involved with the use, possession, sale, distribution or manufacture of any substance which was purported to be an unlawful drug, narcotic or other controlled substance? ()Yes ()No

MILITARY SERVICE

Applicant must complete this section if he/she has served with the United States Armed Forces. If applicant has not served with the United States Armed Forces, answer "no" on question "1" then skip to the next section.

1. Have you ever served with the United States armed forces, Nation Guard, or military reserve?
() Yes () No
2. Are you currently participating in the United States armed forces, National Guard, or military reserve program? ()Yes ()No
3. List date, location and status (i.e., honorable, general, etc.) of discharge:
4. Have you changed your military discharge status at any time? If yes, what was your discharge status prior to having it changed? Explain why the change of your status was necessary here or on the back side of this sheet. ()Yes ()No
() General
() Less than Honorable
() Undesirable
() Early separation
() Other _____
5. List your highest rank held: _____ List your rank at time of discharge: _____
6. Were you ever court-martialed, tried or charged, or were you the subject of a summary court, deck court, captain's mast, company punishment, or Article 15, or any other disciplinary action while a member of the armed forces? If yes, list branch of service, when, where, and the circumstances. ()Yes ()No
7. Have you ever been separated from military service for disciplinary reason? ()Yes ()No
8. Have you ever been given the option to resign in lieu of forced separation from any military service? ()Yes ()No
9. While in the service, were you ever reduced in grade or rank? ()Yes ()No
10. Did you ever commit a criminal act while off duty while in the armed services? ()Yes ()No
11. List your current or past commanding officers or military acquaintances who know you well enough to provide additional information.

Name _____ Rank _____
Address _____ Phone # _____

Name _____ Rank _____
Address _____ Phone # _____

EMPLOYMENT HISTORY

Instructions:

Begin with your present or last employment and list all full-time employment you have had for the last twenty years or until age sixteen, whichever is more recent. List your employment in reverse order from your present or last employment. If you are unable to remember some information, please show that on the appropriate blank. Any omissions will make it more difficult to process your application package and may result in you being passed over for employment. You may attach another page to this form if you run out of room to list your complete employment history.

Name of Employer: _____

Address: _____

Phone #: _____ Fax #: _____

From (month/year) _____ Full time _____ Part time _____

Starting: \$ _____ Ending: \$ _____ Average hours per week _____

Last position or title held: _____

Description of responsibilities:

Reason for leaving: _____

Name of your last supervisor: _____

Name of Employer: _____

Address: _____

Phone #: _____ Fax #: _____

From (month/year) _____ Full time _____ Part time _____

Starting: \$ _____ Ending: \$ _____ Average hours per week _____

Last position or title held: _____

Description of responsibilities:

Reason for leaving: _____

Name of your last supervisor: _____

Name of Employer: _____

Address: _____

Phone #: _____ Fax #: _____

From (month/year) _____ Full time _____ Part time _____

Starting: \$ _____ Ending: \$ _____ Average hours per week _____

Last position or title held: _____

Description of responsibilities:

Reason for leaving: _____

Name of your last supervisor: _____

Name of Employer: _____

Address: _____

Phone #: _____ Fax #: _____

From (month/year) _____ Full time _____ Part time _____

Starting: \$ _____ Ending: \$ _____ Average hours per week _____

Last position or title held: _____

Description of responsibilities: _____

Reason for leaving: _____

Name of your last supervisor: _____

Name of Employer: _____

Address: _____

Phone #: _____ Fax #: _____

From (month/year) _____ Full time _____ Part time _____

Starting: \$ _____ Ending: \$ _____ Average hours per week _____

Last position or title held: _____

Description of responsibilities: _____

Reason for leaving: _____

Name of your last supervisor: _____

Name of Employer: _____

Address: _____

Phone #: _____ Fax #: _____

From (month/year) _____ Full time _____ Part time _____

Starting: \$ _____ Ending: \$ _____ Average hours per week _____

Last position or title held: _____

Description of responsibilities: _____

Reason for leaving: _____

Name of your last supervisor: _____

Name of Employer: _____

Address: _____

Phone #: _____ Fax #: _____

From (month/year) _____ Full time _____ Part time _____

Starting: \$ _____ Ending: \$ _____ Average hours per week _____

Last position or title held: _____

Description of responsibilities: _____

Reason for leaving: _____

Name of your last supervisor: _____

Drug Screen Release

I certify _____ that the information contained in this application is correct to the best of my knowledge, and I understand that falsification of this information is grounds for refusal to hire or, if hired, dismissal.

I authorize any of the persons or organizations referenced in this application to give you any and all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered by this application and release all such parties from all liability for any damage that may result from furnishing such information to you. I authorize you to request and receive such information. In consideration for my employment and my being considered for employment by Riverdale City, I agree to conform to the rules and regulations of Riverdale City and acknowledge that these rules and regulations may be changed, interpreted, withdrawn, or added to by Riverdale City at any time, at the city's sole option and without any prior notice to me.

Potential employees may be requested to provide a specimen for drug testing. ***I understand that by signing this application I am giving Riverdale City authorization to test.*** All positive tests will be reviewed by a medical review officer. Test results are confidential. Riverdale City will pay fees for all required drug testing.

I acknowledge that I have been advised that this application will remain active only for the time period in which the position I applied for remains open.

I authorize investigation of all statements contained in this application and an investigation of my background, including any and all criminal history records and driver's license history. I understand that the findings of the investigation may or may not bar me from employment with Riverdale City.

Signature _____

Date _____

Riverdale City does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services



RIVERDALE CITY

PERSONAL INJURY RELEASE FORM

Release executed on January 11, 2018 by _____, herein referred to as releasor.
[PRINTED NAME]

In consideration of being permitted to participate in the selection process for Riverdale City Police Officer; and more specifically in the physical agility/stress portion of the process conducted by Riverdale City, releasor, on releasor's behalf, releasor's spouse, legal representatives, heirs, and assigns hereby releases, waives and discharges Riverdale City, its officers, and employees from all liability to the releasor, releasor's spouse, legal representatives, heirs and assigns, for any and all loss or damage, and any claim or damages resulting from said process, on account of injury or death to the releasor, whether caused by the negligence of releasees or otherwise while the releasor is participating in the Police Officer selection process.

Releasor is cognizant of the advice that one should be examined by a physician before beginning any exercise program. Knowing that, releasor has made an informed determination to participate in the physical agility/stress test with or without a physician's review, and acknowledge that this release is effective regardless.

Releasor hereby assumes full responsibility for the risk of bodily injury, death, or property damage due to the negligence of releasees or otherwise while participating in the physical agility/stress test and other methods used for the Police Officer selection process.

Releasor expressly agrees that this release and waiver agreement is intended to be as broad and inclusive as permitted by the laws of the State of Utah, and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

In witness whereof, releasor has executed this release at Riverdale City on the day and year first above written.

Signature

Date