

CITY OF SHELBYVILLE

POLICE LATERAL

PAY RANGE LATERAL POLICE OFFICER	\$33,130 – \$37,807 Depending on years of experience as an officer.
HEALTH INSURANCE	Employee health care plan is available through the City. Single, Dependent & Family coverage is available on a cost share basis.
LIFE INSURANCE	One year annual salary amount for insurance. Long Term Disability policy.
SICK LEAVE	Sick leave is accrued at a rate of 8 hours per month of service, unlimited accrual.
HOLIDAYS	The City observes New Year’s Day, Martin Luther King Day, ½ day of Good Friday, Memorial Day, Independence Day, Labor Day, Veteran’s Day , Thanksgiving Day and the fourth Friday in November, Christmas Eve and Christmas Day and one Personal day as paid holidays (12).
VACATION	After one year of service - 40 hours—1 week Two - nine years - 80 hours—2 weeks Caps at 120 hours Ten - fourteen years - 120 hours—3 weeks Caps at 160 hours Fifteen or more years - 160 hours—4 weeks Caps at 200 hours
CAREER DEVELOPMENT	A. Mandatory annual in-service training..... 40 hours B. Educational Assistance Program available
UNIFORMS CLOTHING	Uniforms, jackets, hats, rain gear are issued by the department.
FIREARMS/IMPACT AND RESTRAINT EQUIPMENT	Issued by the department.
PROTECTIVE VESTS	Issued by the department.
RETIREMENT PROGRAM	Employees participate at 8% or 9% in the CERS hazardous duty retirement plan. Participation is mandatory.
INCENTIVE	After hire, you will begin receiving incentive each month of \$258 (\$3,100 a year).

**GENERAL QUALIFICATIONS AND REQUIREMENTS
OF LATERAL APPLICANTS**

AGE	Minimum age is 21 years.
DRIVER'S LICENSE	Must possess and provide proof of a valid Kentucky driver's license.
EDUCATION	Must possess and provide proof of a high school diploma or GED certificate.
TESTING EXAMINATIONS INTERVIEWS	Applicants must successfully complete each test, exam and interview during the current hiring period, to become eligible for employment with the City.
CHARACTER INVESTIGATION	Applicants eligible for employment during the current hiring period will be subjected to a comprehensive background investigation including, but not limited to, verification of past employment, credit history, references and other information available concerning possible employment with the City.
ADDITIONAL TESTING EXAMINATIONS INTERVIEWS	Applicants eligible for employment during the current hiring period may be subjected to additional tests, examinations and interviews, prior to actual employment with the City.
RESIDENCE	Applicants must be a citizen of the United States and the City would like for the applicant to live within Shelby County. If you live outside of Shelby County, you will not be eligible for the take home car program.
DOCUMENTS REQUIRED WITH APPLICATION	<p><u>Applicants must submit copies of the following with their completed application:</u></p> <ul style="list-style-type: none">A. High school diploma or GED certificateB. Birth certificateC. Military discharge form DD-214D. Kentucky Driver's LicenseE. Social Security Card (not needed until hired)F. College Transcript (if applicable)G. POPS certificateH. Resume (Optional)
ARRESTS	Applicants with a history of felony conviction cannot be considered for Police Officer. A misdemeanor arrest and/or conviction does not mean you cannot be considered for employment. (The nature of the misdemeanor arrest and/or conviction is important, so please give all details of the event.)
SOCIAL SECURITY NUMBER	Federal Law (P.L. 93-579, sec.7) requires that you be informed, when asked for your social security number, that the number is provided and that it will be used for identification purposes and for W-2 processing if hired.
SIGNATURE	Upon completion of your application for employment, you must sign several pages before a Notary Public. Applications not notarized or completed in full with all the necessary information will not be accepted. There is a Notary available in City Hall.