



DAVENPORT POLICE OFFICER 2024
INFORMATION PACKET

DUTIES: Enforces all ordinances and laws of the City of Davenport, State of Iowa, and the United States of America. Protects life and property, and maintains order, interacts with a diverse population and often deals with emotionally distressed individuals. Utilizes problem solving skills, creativity and innovative approaches to identify and resolve community problems/concerns. Drives emergency vehicles, pursues suspects, investigates incidents, and interviews victims and suspects. Writes reports and testifies in court. Performs other related duties as required.

SALARY: \$65,646 per year, plus excellent benefit package.

QUALIFICATIONS:

- 21 years of age at the time of Civil Service List Certification (**July 10, 2024**)
- High school diploma or GED
- United States Citizen at the time of the written examination.

Additional requirements:

- Pass an extensive background check and submit to a polygraph test
- Uncorrected vision of not less than 20-100 in each eye, corrected to 20-20 in each eye, normal color vision
- Normal hearing
- Ability to speak clearly and communicate well
- Ability to develop a facility in operating firearms
- Ability to operate motor vehicles safely
- Appointees will be required to adhere to Professional Standards set forth by the Davenport Police Department addressing the display of tattoos. Officers and employees may not appear on duty or in uniform with any visible facial, head, or neck tattoos. No tattoos will be permitted below the wrist with the exception of a single ring tattoo (one per hand). Exceptions may be granted by the Chief of Police.
- Prior to receiving an offer of employment, selected applicants will be required to retake and pass the physical ability test. Failure to complete this will result in disqualification from the process or removal from the certified list.
- Must establish residency within 20 miles of the corporate city limits of Davenport. Residency Map is linked in the job posting and on our website.
- Skill in dealing with others in a courteous and fair manner, as well as the ability to enforce laws and ordinances with firmness and tact.
- Bilingual applicants desired.

HOW TO APPLY: Visit www.davenportiowa.com/policecareers to submit your online application. Once a completed application is on file, a study guide may be obtained at City Hall, Human Resources Office, 226 West 4th Street, Davenport, IA 52801. Out of town applicants may obtain a study guide by calling 563.326.7711. **IMPORTANT NOTE: ADDITIONAL DETAILS REGARDING THE TESTING PROCESS ARE INCLUDED IN THIS INFORMATION PACKET. BE SURE TO READ IT CAREFULLY.**

We appreciate our differences and recognize that unique skills, knowledge, and backgrounds bring strength to the community. We aspire to create a police department that reflects our community. We embrace and include our community by seeking their input and responding to their concerns. If during any stage of this on-going process you are disqualified, you are encouraged to re-apply.
EOE/MF



Davenport Police Department
416 N. Harrison Street Davenport, Iowa 52801

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davenportiowa.com/police

SELECTION PROCESS TIMETABLE
PLEASE READ CAREFULLY AND KEEP FOR REFERENCE!

PHYSICAL ABILITY TESTING (Please reference the Iowa Law Enforcement Academy - Physical Testing Standards for these requirements).

All testing will be completed at the Davenport Police Department, 416 Harrison Street. Dress in active wear. All applicants must present a government issued photo ID.

UPCOMING TESTING DATES:

Monday, April 22; 1:00 pm
Thursday, April 25; 9:00 am
Tuesday, April 30; 5:00 pm
Friday, May 3; 9:00 am
Thursday, May 9; 1:00 pm
Saturday, May 11; 9:00 am
Wednesday, May 15; 5:00 pm
Friday, May 17; 9:00 am
Monday, May 20; 10:00 am

WRITTEN EXAM TESTING (Police Officer Selection Test (POST) study guides are available at City Hall, Human Resources. We can also mail out guides to out-of-town candidates.) Applicants can also visit www.applytoserve.com/Study/ to take an online practice exam for \$15.

Applicants successfully passing the physical ability tests will take the written exam immediately following on the same date.

The POST written exam will cover 4 sections: Arithmetic, Reading Comprehension, Grammar, and Incident Report Writing. You will need to score at least a 70% on each individual section to pass this exam.

Those applicants successfully passing these testing processes will move in the background and polygraph investigation portion of the hiring process. Accurate and thorough completion of the Personal History Statement (background questionnaire) will be required to advance.

APPLICANTS SHOULD BEGIN COLLECTING THE FOLLOWING DOCUMENTS THAT WILL BE REQUIRED DURING THE BACKGROUND STAGE

- ___ Government Issued Photo ID and Copy of Birth Certificate
- ___ Copy of High School diploma or GED certificate, college diploma and certified College transcripts (if applicable)
- ___ Military Discharge Form DD214 Member 4 Copy (if applicable) showing type of discharge from the military (anything other than honorable discharge may be grounds for disqualification). This document is necessary to determine eligibility for veteran's preference points AND further qualification.
- ___ **Personal History Statement.** This is the 35+ page background questionnaire that you will be emailed. Thorough completion of this document will necessitate a successful background process. This document will be **DUE two (2) days after** successfully passing the initial testing portions.





CITY OF DAVENPORT POLICE OFFICER RECRUITMENT

BACKGROUND CHECK GUIDELINES

An applicant's criminal record, including all arrests, prosecutions, deferred prosecutions, "Alford" pleas, and non-conviction information will be thoroughly assessed and may be grounds for disqualification. Patterns of behavior will be assessed and may be grounds for disqualification. **Each applicant's background will be evaluated as a whole to determine if the applicant meets the high ethical standards expected of the Davenport Police Department. Although the information included below reflects automatic disqualifications, it should be noted that this list is not meant to be all-inclusive of every disqualification.** The use of the word illegal utilized in this document should be interpreted as: not according to or authorized by Iowa law.

FELONY CONVICTIONS: An individual who has been convicted of and/or received a deferred judgment for a felony will be disqualified.

MISDEMEANOR CONVICTIONS: An individual who has been convicted of and/or received deferred judgments for four (4) or more misdemeanors (non-traffic) within three years (36 months) prior to APPLICATION DATE, and up to and including the day of appointment will be disqualified.

Individuals who have been convicted of a misdemeanor (non-traffic) while employed in law enforcement, police officer or other sworn public safety position will be disqualified.

DOMESTIC VIOLENCE: Individuals who have been convicted of and/or received a deferred judgment for a misdemeanor involving domestic violence will be disqualified.

SEXUAL ASSAULT: Individuals who have been convicted of and/or received a deferred judgment for a misdemeanor involving sexual assault will be disqualified.

CHILD ABUSE: Individuals who have been convicted of and/or received a deferred judgment for a misdemeanor involving child abuse will be disqualified.

HARASSMENT: Individuals who have been convicted of and/or received a deferred judgment for a misdemeanor involving intimidation or harassment of a person or group, because of that person's or group's race, color, ancestry, religion, national origin, age, sexual orientation, or physical or mental disability will be disqualified.

OWI (OPERATING WHILE UNDER THE INFLUENCE OF ALCOHOL OR A DRUG): Individuals who have one or more convictions or deferred judgments for an OWI offense within five years (60 months) prior to APPLICATION DATE, and up to and including the day of appointment will be disqualified. Individuals who have two or more convictions or deferred judgments for an OWI offense within the last ten years will be disqualified.

ILLEGAL DRUG ACTIVITY: Individuals who have illegally sold, delivered, distributed, or manufactured drugs will be disqualified.

MARIJUANA USE: Use of marijuana, cannabis or THC in any form (natural or synthetic) and in any location (domestic or foreign) at least one time within one year (12 months) prior to APPLICATION DATE, and up to and including the day of appointment, will be grounds for disqualification.



SOFT DRUG USE: Individuals who have illegally used soft drugs at least one time within three years (36 months) prior to APPLICATION DATE, and up to and including the day of appointment will be grounds for disqualification.

Examples: Illegal use of cough syrup with low dose codeine, Amytal, Anabolic Steroids, Codeine (low dose), Darvon, Deca, Ketamine, Librium, Phenobarbitol, Rohypnol, Roofies, Seconal, Special K, Steroids, Talwin, Valium, Xanax. **This list is not meant to be all inclusive.**

HARD DRUG USE: Individuals who have illegally used hard drugs at least one time within the five years (60 months) prior to APPLICATION DATE, and up to and including the day of appointment will be disqualified.

Examples: The illegal use of Adam, Angel Dust, Amphetamine (i.e. Adderall), Black Tar, Blue Birds, Buttons, Cocaine, Codeine (high dose), Crack, Crystal, Demerol, Dilaudid, Ecstasy, GHB, Hallucinogens, Heroin, Ice, LSD, Mescaline, Methadone, *Meth-amphetamine*, MDA, MDMA, Microdot, Morphine, Mushrooms, Opium, Percocet, Percodan, Peyote, PCP, PHP, Psilocybin, Quaalude, Red Birds, Ritalin, Smack, Speed, STP, TCP, XTC, Yellow Jackets. **This list is not meant to be all inclusive.**

In making the determination about an applicant's suitability for City of Davenport Police Officer employment, all relevant facts, including the frequency of use, will be evaluated.

Individuals who have illegally used **soft or hard drugs** while employed in a law enforcement, police officer or other sworn public safety position will be disqualified from the testing process.

THEFT OFFENSES: The following theft offenses will result in automatic disqualification. Any pattern of theft offenses as an adult within the last five (5) years which cumulatively exceeds \$200.00 or any theft offense as an adult within the last five (5) years, which singularly exceeds \$200.00. (This standard includes the theft of cable TV services, if the theft occurred within the last two (2) years.) **Other theft offenses will be evaluated on a case-by-case basis for determining disqualification.**

GOOD DRIVING RECORD: Applicants must possess a valid driver's license and meet the driving record standards outlined in the Driving Record Standards section below.

THE ABILITY TO PERFORM THE ESSENTIAL JOB FUNCTIONS: Applicants must be capable of performing the essential job functions of an entry-level police officer with or without reasonable accommodation. All phases of the examination are designed to measure an applicant's ability to perform the essential functions of the job.

EMPLOYMENT HISTORY: An applicant's employment history, including terminations, or leaving an employer in lieu of termination, will be thoroughly assessed and may be grounds for disqualification.

SOLICITATION OF PREFERENTIAL TREATMENT: Solicitation or attempted solicitation (lobbying) in connection with any application or testing for original appointment, or for placement on an eligible register, or for certification for appointment to a position in the classified service, may be grounds for disqualification. This includes intervention on behalf of any applicant, outside of references and information provided in the background investigation process, by the respective department or any of its members, by a member of City Council, by any City official or City employee, and by a Commissioner or employee of the Commission. Personal references and letters of recommendation are considered during the background investigation only.

GANG AFFILIATION: Affiliation or association with gang members or known criminals or if the candidate is identified as being affiliated with any organization that is involved in criminal activity or any activities which would be a threat to overthrow the Government.

MILITARY HISTORY: Discharge from any of the Armed Forces of the United States other than Honorable may result in disqualification. (if applicable)



DRIVING RECORD STANDARDS

A. QUALIFYING FACTORS

1. Applicant has a valid driver's license or CDL, if required for position.

B. DISQUALIFYING FACTORS

Conviction(s) and/or disclosures as listed below are disqualifying factors such as to remove the applicant from further consideration for any position that requires a valid driver's license/CDL. Any applicant who is currently in the process of satisfying his/her deferred judgment requirements for any of the listed disqualifiers below will be disqualified. All disqualifications will be from the date of the violation. **Each applicant's background will be evaluated as a whole to determine if the applicant meets the standards expected of the City of Davenport. Although the information included below reflects automatic disqualifications, it should be noted that this list is not meant to be all-inclusive of every disqualification.**

<u>TYPE OF VIOLATION</u>	<u>IN LAST 3 YEARS</u>	<u>IN LAST 5 YEARS</u>	<u>IN LAST 10 YEARS</u>
1. Person is convicted of three or more moving violations within a twelve-month period or 5 or more moving violations within a twenty-four month period.			
2. Person was suspended for unlawful or fraudulent use of driver's license.	X		
3. Person convicted of driving under suspension, denial or revocation imposed for any reason.		X	
4. Person has been convicted of reckless driving, drag racing, or speeding 25 miles per hour or more over the speed limit, or eluding or attempting to elude a police officer.		X	
5. Person convicted of driving while barred.		X	



<u>TYPE OF VIOLATION</u>	<u>IN LAST 3 YEARS</u>	<u>IN LAST 5 YEARS</u>	<u>IN LAST 10 YEARS</u>
6. Person convicted of operating while intoxicated, driving while under the influence of alcohol or driving while under the influence of any controlled substance.		X	2 or more convictions
7. Person convicted of failing to stop and leave information or to render aid as required by Iowa Code §321.261 and §321.263. a. Injury and serious injury (serious and aggravated misdemeanor) b. Death (class "D" felony)			
		X (a)	
			X (b)
8. Hit & Run (Failure to Give Information with no injury)		X	
9. Person convicted of felony under motor vehicle laws or any felony offense in which a motor vehicle was used in the commission of the crime or a person convicted of causing serious injury using a motor vehicle in violation of Iowa Code §707.6A or a person convicted of homicide or manslaughter resulting from the operation of a motor vehicle.			X





IOWA LAW ENFORCEMENT ACADEMY

PHYSICAL TESTING STANDARDS

The Iowa Law Enforcement Academy Council, in recognizing the importance of physical fitness in job performance, established the physical test regimen as a pre-employment standard effective February 15, 1993. Provisions were modified August 6, 2020 to the 2017 Cooper Test Standards.

No person can be selected or appointed as a law enforcement officer without first successfully passing all of the elements of this test, as prescribed in 501 IAC 2.1(6), adopted pursuant to Section 80B 11(5), Code of Iowa)

Upon entry into the Academy, every recruit will be given the same test as an assessment for training purposes and to ensure that each recruit can undergo the physical demands of the Academy without undue risk of injury. If, at the time of entrance to the Academy, an officer does not meet minimum standards, he or she will not be admitted.

The physical fitness test established by the Council consists of three events:

1. 1 Minute Push-Up Test

The push-up event measures the endurance of the chest, shoulder, and triceps muscles. Recruits will have one minute in which to do as many push-ups as they can.

2. 1 Minute Sit-Up Test

The sit-up event measures the endurance of the abdominal and hip-flexor muscles. Recruits will have one minute to perform as many sit-ups as they can.

3. 1.5 Mile Run

The 1.5mile run is used to assess your aerobic fitness and your leg muscles' endurance. They must complete the run without any physical help. They are being tested on their ability to complete the course in the shortest time possible. Although walking is authorized, it is strongly discouraged.

STANDARDS

All recruits are required to meet the standards of the 40th percentile for each age and sex group.

Event	Age Group Repetitions/ Run Time									
	M	F	M	F	M	F	M	F	M	F
	<20-29	<20-29	30-39	30-39	40-49	40-49	50-59	50-59	60-65	60-65
PU	29	15	24	11	18	9	13	12*	10	5*
SU	38	32	35	25	29	20	24	14	19	6
1.5M Run	12:51	15:26	13:36	15:57	14:29	16:58	15:26	17:54	16:43	18:44
*Females in excess of 49 years of age may conduct pushups on their knees.										



IOWA LAW ENFORCEMENT ACADEMY
PHYSICAL TESTING STANDARDS
TEST ADMINISTRATION

At the beginning of each physical test, the grader will provide the following directions:

1 Minute Push-Up Test

On the command 'get set,' assume the front leaning rest position by placing your hands where they are comfortable. Your feet may be together or up to 12 inches apart. When viewed from the side, your body will form a generally straight line from your shoulders to your ankles. On the command 'go,' begin the push-up by bending your elbows and lowering your entire body as a single unit until your upper arms are parallel to the ground. Then, return to the starting position by raising your entire body until your arms are fully extended. Your body must remain rigid in a generally straight line and move as a unit while performing each repetition. If you fail to keep your body generally straight, to lower your whole body until your upper arms are parallel to the ground, or to extend your arms completely, that repetition will not count, and the scorer will repeat the number of the last correctly performed repetition.

An altered, front-leaning rest position is the only authorized rest position. That is, you may sag in the middle or flex your back. When flexing your back, you may bend your knees, but not to such an extent that you are supporting most of your body weight with your legs. You must return to, and pause in, the correct starting position before continuing. You may not rest on the ground or raise either hand or foot from the ground. You may reposition your hands and/or feet during the event as long as they remain in contact with the ground at all times. You will have one minute in which to do as many push-ups as you can. Watch this demonstration.

1 Minute Sit-Up Test

The sit-up event measures the endurance of the abdominal and hip-flexor muscles. On the command "get set", assume the starting position by lying on your back with your knees bent at a 90-degree angle. Your feet may be together or up to 12 inches apart. Another person, or object, will hold your feet or ankles. The heel is the only part of your foot that must stay in contact with the ground. Hands must remain on or about the head. On the command "go", begin raising your upper body to the up position. In the up position, elbows should touch the knees or the upper portion of the thigh. In the down position, the back must come down so that shoulder blades touch the floor. Your arms and elbows need not touch the ground. A repetition will not count if you fail to reach the up position, fail to keep your hands on your head, arch or bow your back and raise your buttocks off the ground to raise your upper body, or let your knees exceed a 90-degree angle. If a repetition does not count, the scorer will repeat the number of your last correctly performed sit-up. The up position is the only authorized rest position. You may not stop and rest in the down position. You must make a continuous physical effort to sit up. You may not use your hands or any other means to pull or push yourself up to the up position or to hold yourself in the up position to rest. You will have one minute to perform as many sit-ups as you can. Watch this demonstration.

1.5 Mile Run

The 1.5mile run is used to assess your aerobic fitness and your leg muscles' endurance. You must complete the run without any physical help. At the start, line up behind the starting line. On the command 'go,' the clock will start. You will begin running at your own pace. To run the required 1.5miles, you must complete (describe the number of laps, start and finish points, etc.). You are being tested on your ability to complete the course in the shortest time possible. Although walking is authorized, it is strongly discouraged. You may not be physically helped in any way (for example, pulled, pushed, picked up, and/or carried) or leave the designated running course for any reason. Note: It is legal to pace during the run as long as there is no physical contact and it does not physically hinder others taking the test.

