

Eligibility Roster

Each of the top candidates will receive a composite score consisting of the written examination score and the oral interview. Bonus points will be added for education and police officer certification. Candidates will be ranked based upon composite scores and then added to the eligibility roster from which all appointments are made. If the City feels there are no remaining qualified candidates on the eligibility roster, the City may terminate the roster at any time.

Background Investigation, Polygraph & Physical Agility Test

A background investigation, polygraph test, and physical agility test is conducted on each candidate on the eligibility roster on an as-needed basis. A candidate may be disqualified from the eligibility roster if the background investigation or polygraph test reveals derogatory information pertaining to the character or conduct of the candidate. The physical agility test measures the candidates speed, endurance, strength, flexibility and agility. It is designed to measure the essential physical abilities of a police officer. A passing score must be achieved to be considered further.

Appointment

When a position becomes available, the Chief of Police will interview the three highest rated candidates and may recommend one to fill the vacancy. The Chief's recommendation will be approved or declined by the City Manager. The probationary appointment is contingent on a favorable psychological evaluation of the candidate and a positive assessment of the candidate's medical condition as determined by a pre-employment physical examination. There is a one year probation period after completing academy training.



Selection Policy

It is the policy of the City of Newark to foster, maintain, and promote equal opportunity to all persons. The City shall select employees on the basis of the applicant's qualifications without regard to age, sex, race, color, religion, national origin, marital status, or physical or mental disability (except when age or disability is a bona fide occupational qualification).

The City of Newark seeks to select police officers from as broad a field of applicants as possible in order to obtain the most qualified and competent candidates. The selection of candidates is based on valid, applicable, and job-related qualification criteria.

How to Apply

Please check out our website for further information and available job postings.

www.cityofnewarkde.us/jobs
www.cityofnewarkde.us/policerecruit

U.S. Mail

City Manager's Office
City of Newark
220 South Main Street
Newark, DE 19711



For further information, contact
City Manager's Office
City of Newark
220 South Main Street
Newark, DE 19711
(302) 366-7000

personnel@newark.de.us • www.cityofnewark.de.us



Committed to Service Excellence

Critical Attributes of Police Officers

The City of Newark seeks police officer applicants who will embody the Department's values of Life, Integrity, Professionalism and Service. Several positive attributes are sought in a police officer applicant. The applicant must be highly motivated, honest, compassionate, possess common sense, and exercise good judgment. Police officers are expected to follow orders, assume a great deal of responsibility, act independently, endure stress, function while exposed to danger, communicate effectively, give credible testimony, combine their physical and mental resources, and maintain a professional, self-assured demeanor at all times.

Finally, the City seeks police officer applicants who will continue our tradition of loyalty, honesty, and good moral character. All City employees and officials must abide by the City's Code of Ethics in order to maintain the highest standards of morality and to instill public confidence in the integrity of government.

Duties and Responsibilities of a Police Officer

City of Newark police officers are required to perform a wide range of duties related to law enforcement. Police officers may be assigned to any division, such as:

- Patrol
- Criminal Investigation
- Traffic
- K-9

Special Operations duties include but are not limited to:

- Patrol activities
- Directing traffic
- Responding to complaints Issuing warnings & summonses
- Conducting investigations & field interrogations
- Initiating arrests
- Preparing written memoranda and reports



Minimum Standards

Before filing an application, each applicant for police officer must meet the following minimum standards:

- **Be at least twenty-one (21) years of age at the time of appointment.**
- **Must be a United States citizen.**
- **Have an Associate's Degree or have satisfactorily completed half of the requirements for a Bachelor's Degree from an accredited institution.**
- **A current valid driver's license with at least one year of driving experience prior to application and no suspensions or revocations within the last three years prior to application.**
- **No felony convictions.**
- **Physical Requirements:**
 - **Visual acuity of 20/20; corrected vision ok.**
 - **Normal color vision, night vision, and peripheral vision.**
 - **Normal directional, volume, and frequency levels of hearing.**
 - **No major impediment of the senses.**
 - **No physical deformities that would be detrimental to the proper performance of police duties.**
 - **Weight in proportion to his/her height.**
 - **The physical abilities as necessary to perform the duties of the position.**

Salary and Benefits

A competitive salary: approximate starting salary \$49,800
Health Insurance
Dental Insurance
Life Insurance
Long-Term Disability Insurance
Paid vacation, holidays, and sick leave
Defined Benefit Pension Plan
Retiree Health Insurance
Social Security Coverage
Tax-Deferred Savings Plan
All uniforms and equipment, plus an annual cash clothing allowance

Recruitment

Application Period

Recruitment for Newark Police Officers is on a noncontinuous basis. Applications are solicited only during the specified recruitment period. Only applicants who meet the minimum qualification standards and have successfully completed each phase of the selection process will be placed on the eligibility roster.

Application Procedure

During the recruitment period you may apply online at www.cityofnewarkde.us/jobs. All application materials must be returned prior to the application deadline.

Selection Process

The most qualified applicants are invited to compete in a job-related and competitive selection process. Each applicant must successfully complete the minimum requirements of each phase of the selection process to remain eligible. Applicants failing to complete a phase of the selection process are eliminated from further consideration and notified by mail. The following are the phases of the selection process:

Written Examination

The written examination is a validated, standardized entry level test for a police officer. A minimum passing score of 70% must be obtained.

Oral Interview

The candidates who achieve the highest passing scores on the written examination will be contacted to participate in an oral interview. Each candidate is rated on the following traits: appearance, manner and bearing, motivation, oral expression, and judgment.