THE FIRE AND POLICE CIVIL SERVICE COMMISSION ANNOUNCES A WRITTEN EXAMINATION FOR POLICE CADET IN THE SAN ANTONIO POLICE DEPARTMENT

SALARY: $2,300 per month

PURPOSE: The purpose of this examination is to establish an eligibility list to fill vacancies as they are approved for Police Cadet. The eligibility list will be valid for a period of 12 months from the date of approval unless exhausted.

ESSENTIAL FUNCTIONS (MAY NOT BE LIMITED TO THE FOLLOWING): Attends training regarding: laws and ordinances, modern law enforcement techniques, forensics, self defense, physical restraint, motor vehicle operation, physical fitness, nutrition and strength, marksmanship and firearms maintenance, citizenship, role-playing, communication, and report writing. Reads and/or listens to orders. Patrols assigned area by motorcycle, automobile, bicycle, aircraft or on foot. Prevents unauthorized activities. Checks windows, doors, entrances, and exits of buildings and building establishments. Apprehends and restrains violators of laws/ordinances which may involve running, jumping, climbing, use of force, use of weapons. Arrests violators, which may include reading rights, handcuffing, searching persons/vehicles/buildings, grounds, loading individual into vehicle and transporting to jail. Escorts prisoners to court and may be required to testify in court. Confers with individuals involved in disturbances, attempts to resolve disputes and refers individuals/families to social agencies. Enforces traffic regulations. Writes citations for violations of laws and ordinances. Directs traffic. Investigates accidents which may include pushing cars, rendering aid and rescuing victims. Provides directions. Assists stranded motorists. Writes detailed report for each interaction. Works with citizens and neighborhood groups to solve problems.

PHYSICAL DEMANDS: Standing, walking, running, sitting, lifting over 120 lbs., carrying over 70 lbs., pushing, pulling, climbing, balancing, stooping, kneeling, crouching, crawling, reaching, handling, bending, and finger dexterity.

ENVIRONMENTAL CONDITIONS: Inside/outside (buildings & vehicles), extreme cold/heat with/without temperature changes, rain and/or humidity, noise (siren use). Mechanical and electrical hazards/explosives. Exposure to blood and body fluids.

MINIMUM QUALIFICATIONS:

A. POLICE OFFICERS

Applicants must posses the following qualifications at the time of application for the position of police officer:

1. Applicants must be at least 20 years and 6 months by the date of the written examination.
2. Applicants must not have reached 45 years of age by the time of appointment to the Police Academy.
3. Applicants younger than 21 years of age may be eligible, if the applicant is at least 18 years of age and has:
    - Successfully completed and received credit for at least sixty (60) hours of study at an accredited college or university; or
    - Received an Associate Degree from an accredited college or university; or
    - Received an honorable discharge from the United States Armed Forces after at least two (2) years of active military service.
4. Applicants must not have any of the disqualifying items listed below on their record:
    - Conviction and/or serving probation of any offense above the grade of Class B misdemeanor, or other crime involving moral turpitude.

- Any discharge from the United States Armed Forces other than Honorable. (Uncharacterized and Entry-Level discharges may be accepted and will be assessed on an individual basis).
- Two (2) or more traffic violation convictions within the twelve (12) months preceding the date of the written examination.
- Conviction and/or serving probation of a Class B misdemeanor within the last ten (10) years.
- Conviction of a crime involving family violence.

5. Applicants must have a high school diploma or a G.E.D. Certificate. When an applicant presents a high school diploma or a G.E.D. certificate, the applicant's academic records must reflect a minimum overall grade point average of "C" or its numerical equivalent. In the event an applicant's high school grade point average is below this standard, or the police applicant presents a G.E.D. certificate, the applicant must have attended an accredited college or university, completed at least twelve (12) semester hours, and maintained a minimum grade point average of a "C" or its numerical equivalent.
6. Must be a United States citizen.

Applications:

Applications will be accepted:

Beginning ***Monday, October 9, 2006 and ending Thursday, November 9, 2006, (Excluding Weekends and Holidays)***. Applications will be accepted ***Monday through Friday*** at:

Police Applicant Processing Unit
215 S. San Saba
Suite 106-B

Monday – Friday 8:00 a.m. – 4:00 p.m.

Applications will be accepted by mail only if you live **100 miles or more** from San Antonio. Applicants residing within 100 miles must physically come in to obtain and submit an application in person. Applications mailed in from applicants living within 100 miles will be discarded without notice.

If you meet the "100 mile or more" criteria (www.mapquest.com), you may request an application packet beginning at 7:45 am (CST) on Monday, October 2, 2006 thru midnight (CST) Friday, October 27, 2006. To do so, email your request as instructed at the following website: **www.sanantonio.gov/sapd/recruiting.asp**

Mailed in application submissions must be postmarked no earlier than October 9, 2006, nor later than midnight November 9, 2006. If the return envelope has two postmarks, the most recent postmark will take precedence. SAPD will not be held responsible for damaged, delayed or lost mail.

Mail applications to: **SAPD Applicant Processing Unit**
215 S. San Saba
Suite 108
San Antonio, Texas 78207

FAXED, INCOMPLETE, UNSIGNED OR UNDATED APPLICATIONS WILL *NOT* BE ACCEPTED

NO MAIL IN APPLICATIONS WILL BE ACCEPTED FROM INDIVIDUALS WHO LIVE WITHIN 100 MILES OF SAN ANTONIO

TIME/PLACE OF EXAMINATION:

DATE: December 19, 2006 (Tuesday)
TIME: 3:00 P.M.
PLACE: EXHIBIT HALL "D", CONVENTION CENTER, 200 E. MARKET STREET

IDENTICAL GRADES: Whenever two or more competitors for a beginning position in either the Police Department or the Fire Department shall attain the same passing grade, these applicants shall be ranked according to the lot they draw, with the lowest lot being ranked first.

VETERAN'S PREFERENCE: To be considered for Veteran's Preference Points, applicants who pass the written examination and have been discharged from the military ***MUST SUBMIT A LEGIBLE COPY OF THEIR DD 214 AT THE TIME OF APPLICATION (NO EXCEPTIONS).*** **(The copy of the DD 214 must state Honorable Discharge.) Only an original or certified true and exact copy of the DD 214 indicating character and length of honorable service will be considered sufficient evidence of honorable military service.** If you mail in your application, applications and copies of DD 214's (if applicable) must have been mailed together in the same envelope.

DATE OF ANNOUNCEMENT: ***August 14, 2006***

Sharon De La Garza
Director
Firefighters' and Police Officers' Civil Service Commission

www.sanantonio.gov/sapd/recruiting.asp