



ST. LOUIS COUNTY POLICE DEPARTMENT

PUBLIC SAFETY DISPATCHER/FIRST RESPONDER



An Internationally Accredited Agency

MINIMUM QUALIFICATIONS

AGE REQUIREMENT: Eighteen (18) years of age at the time of appointment.

RESIDENCY: No residency requirement. Must be a citizen of the United States or must possess a valid work permit and must submit an application for United States citizenship when eligible.

EDUCATION REQUIREMENT: Educational requirements and skills will be determined by the position classification.

ARREST RECORD: Must be free from conviction of a Felony. A Class "A" Misdemeanor conviction or Misdemeanor that involves moral concerns will be cause for immediate dismissal from the process, unless otherwise directed by the Chief of Police.

MILITARY: Must not have a "***Dishonorable***" discharge or "***Bad Conduct***" discharge if having served in the military. All "***Other Than Honorable***" discharges will be reviewed on an individual basis.

COMPETITIVE SELECTION PROCESS

Under the regulations of the Police Department, all appointments to the St. Louis County Police Department are made on the basis of an open, competitive hiring process conducted under the supervision of the Personnel Services Unit. Applications are accepted at any time during normal business hours, usually 8:00 AM to 4:30 PM, Monday through Friday. Each applicant must successfully complete each stage of the selection process before becoming eligible to proceed to the next step. The selection steps, in their order, may take up to six (6) months to complete:

APPLICATION: Applications for this position may be submitted in written/paper form or online through the St. Louis County Police website at: <https://stlouiscountypolice.com/join-our-team/>. documentation will be required following the application.

RECORD CHECK: A police record check will be conducted and applicants will be fingerprinted.

OBSERVATION OF WORK UNIT: Applicants may be required to observe the work environment of current employees for a short period of time, typically four (4) hours.

PRE-EMPLOYMENT REVIEW BOARD: The Board shall attempt to seek out individuals whose motivation and suitability for the position, best meet the needs of the Department.

CLERICAL EXAMINATION AND SELECTED TESTING: This position requires the ability to type thirty (30) words per minute with no more than five (5) errors. In addition to a typing test, a video, audio, written public safety telecommunicator test, developed by Criticall, will be administered.

BACKGROUND INVESTIGATION: A thorough background investigation will be conducted on all applicants to include past employment record, personal references, neighborhood reputation, police record check and credit history.

FINAL REVIEW: The Commander, Personnel Services Unit, will review the application and supporting documentation and forward their recommendations to the Chief of Police for approval or disapproval of the applicant.

CONDITIONAL OFFER: The Commander, Personnel Services Unit, upon approval of the candidate, will offer the applicant a conditional offer of employment pending the results of the physical examination.

REAPPLICATION AND RETESTING: In the event an applicant is eliminated during any step of the process, reapplication may not be made for six (6) months unless circumstances indicate that an earlier review may be warranted.

PHYSICAL HEALTH AND PSYCHOLOGICAL EXAMINATION: Each applicant will be required to meet the medical standards as approved by the Department and agreed to by the contract physician. If the contract physician does not recommend the applicant due to not being able to perform the essential job functions of the position sought, the Chief of Police may rescind the conditional offer of employment.

APPOINTMENT BY THE CHIEF OF POLICE: All appointments to professional staff positions will be made by the Chief of Police.

PROBATIONARY PERIOD: There is a probationary period of twelve (12) months for new employees. During this period, probationary employees must demonstrate their ability and willingness to perform staff support.

SALARY: Starting Salary - \$48,796.80, (\$23.46 per hour).

AN EQUAL OPPORTUNITY EMPLOYER

<https://stlouiscountypolice.com/>

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