

PINEVILLE POLICE DEPARTMENT

GENERAL ORDER

SECTION 3: PROFESSIONAL STANDARDS

SUBJECT: 302 HIRING PROCESS

EFFECTIVE: 08/02/2021

1. **PURPOSE.** The Pineville Police Department is dedicated to hiring only those individuals who meet the highest of professional standards with a commitment to serving all members of the community. All applicants should also be aware that any indications of a lack of integrity / dishonesty will be grounds for immediate disqualification from the hiring process.

2. **BACKGROUND.** Hiring decisions are among the most impactful decisions a law enforcement agency can make. Agencies that want to build positive relationships with their communities, improve their public perception, and recruit more personnel will commit to a hiring process that embraces diversity and reflects community values. This concept is the foundation upon which modern law enforcement began; as Sir Robert Peel’s Principles of Policing noted in 1829, “the police are the public, and the public are the police.”¹ In doing so, there are a number of domains that agencies should consider in their recruiting and hiring practices such as diversity, consistency in values, and evolving social norms. Maintaining a diverse workforce can be of great value to agencies as well as their communities. Efforts to acquire and retain diverse personnel can promote problem-solving and innovation, increase law enforcement legitimacy, build trust between police and the community, and foster a climate of respect for individual differences.² Evidence also suggests that diversifying police departments can lead to changes in outcomes for the community members they serve—including better treatment of minority communities

A. The purpose of this policy is to prevent Department members from subjecting others to, or being subjected to discrimination or retaliation. Nothing in this policy is intended to create a legal or employment right or duty that is not created by law.

3. **POLICY.** It is the policy of this department that all applicants shall meet the standards set forth in this policy.

A. The Pineville Police Department is an equal opportunity employer and is committed to creating and maintaining a healthy work environment that will provide all employees the opportunity to perform their duties to their fullest potential.

B. Harassment discrimination and retaliation expose the Department and its employees to serious liability and can lower morale, undermine the integrity of employee relationships, and interfere with the efficiency of Department operations.

C. Discrimination is the disparate or adverse treatment of an individual based on or because of that person’s actual or perceived characteristics such as race, color, ethnicity, national origin, ancestry, creed, religion, gender, gender identity, sexual orientation, economic status, age, cultural group, disability, housing status, or affiliation with any other similar identifiable group.

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4. **ELIGIBILITY REQUIREMENTS.** All applicants must meet the requirements set by the Louisiana Municipal Fire and Police Civil Service Board. The Applicants must pass the Civil Service exam to be placed on the employment list.

5. **QUALIFICATIONS.** In addition to the Civil Service exam the applicant must meet the department requirements.

U.S. Citizen

Minimum age: 18

High School graduate or possess a G.E.D.

Possess a valid driver's license

Good physical condition

Vision requirements: correctable to 20/20

Good moral Character

No felony convictions

No drug use in the past two years

No misdemeanor convictions involving moral character

Successfully pass Civil Service Hiring Standards

Meet PPD's restrictive standard; successfully complete PPD's hiring process

6. **HIRING PROCESS.** Each selected applicant must successful complete the following:

1. Application Review
2. Written Civil Service Exam
3. Background Investigation
4. Oral Interview
5. CVSA Examination
6. Post Offer-Conditional Offer
7. Psychological Exam
8. Medical Examination
9. Physical Agility Test

By order of

Darrell Basco
Chief of Police