

Correctional Deputy and Protective Services Deputy Lateral Recruitment Exam Plan

Peace Officer Merit Commission



SALT LAKE COUNTY SHERIFF'S HUMAN

RESOURCES Revised: 01-7-2018

Acknowledgements

Peace Officer Merit Commission

Ken Wallentine, Chair
David Salazar, Vice Chair
Martha Stonebrook, Commissioner
Carita Lucey, Merit Administrator
Scott Laughlin, Merit Coordinator

Minimum Qualifications

Candidates must meet all of the following minimum qualifications:

- ◇ Must be a U.S. citizen
- ◇ Must be at least 21 years of age by the proposed date of hire
- ◇ Must be a resident of the State of Utah at the time of hire
- ◇ Must possess a valid Utah Driver's license at time of hire
- ◇ Must have a high school diploma or equivalent (GED)
- ◇ Must not have any of the disqualifiers listed in Peace Officer Merit Commission Policy 2110. Peace Officer Standards and Training (POST) legal requirement and disqualifiers can be found on the Utah POST website <http://post.utah.gov/prospective-officers/qualifications/>.
- ◇ Must be free of any physical, emotional, or mental condition that would prevent an applicant from performing the essential functions of a Correctional Officer or Protective Services Officer position.
- ◇ For the Correctional Deputy Position: must be POST certified as BCO and have worked a minimum of one year in a full-time position as a Correctional Deputy for a municipality, county, state or federal correctional facility.
- ◇ For the Protective Services Deputy Position: must be POST certified as LEO and have worked a minimum of one year in a full-time position as a Law Enforcement Officer for a municipality, county, state or federal law enforcement agency.

Exam Content

The lateral examination process consists of a background investigation, years of experience, background board interview and a final interview.

Qualifying for Preference Points

To receive Veteran's or Education preference points, an applicant must submit the supporting documentation at the time of the application.

Applicants will receive preference points in one (1) category only – the category that awards them the highest number of points.

| Category | Points |
|--|--|
| <p>Education Credit Must have satisfied all requirements for a Bachelor’s Degree at an accredited college or university. A copy of transcripts must be submitted. Transcripts do not have to be official.</p> <p>Sixty (60) Semester Hours. Must have earned the hours at an accredited college or university.</p> | <p>Five (5)</p> <p>Two and one-half (2½)</p> |
| <p>Veteran’s Preference Must have served on active duty in the armed forces for more than 180 consecutive days; OR was a member of a reserve component who served in a campaign or expedition for which a campaign medal has been authorized and who has been separated under honorable conditions.</p> <p>A retired member of the armed forces who retired below the rank of major or its equivalent.</p> <p>A purple heart recipient and/or a disabled veteran with any percentage of disability.</p> <p>A spouse or unmarried widow or widower of a qualifying veteran</p> <p>*Number of points qualifying veteran would have been entitled to.</p> | <p>Five (5) points</p> <p>Five (5) points</p> <p>Ten (10) points</p> <p>Five (5) or Ten (10) points*</p> |

Applicants will receive preference points in one (1) category only –the category that awards them the highest number of points.

Test Component Evaluators

Evaluators may consist of Sheriff’s Office personnel or subject matter experts outside the Sheriff’s Office.

Testing Schedule

To be determined by the Sheriff’s Office.

Qualifying for Lateral Transfer/Prior Service Credit

Candidates with full-time paid Correctional Officer (BCO) experience will be given one (1) year of credit for every one (1) year of Correctional Officer experience based on where current Correctional Deputies are paid on the Merit Pay Plan with equivalent years of service.

Candidates with full-time paid Law Enforcement Officer (LEO) experience will be given one (1) year of credit for every one (1) year of Law Enforcement Officer experience based on where current Protective Services Deputies are paid on the Merit Pay Plan with equivalent years of service.

Examination Weights

| Test Component | Weights |
|----------------------------|---|
| Background Investigation | Pass/Fail |
| Year of Experience | 20% |
| Background Board Interview | 30% |
| Final Interview | 50% |
| Total | 100% |
| Preference Points | Maximum that can be awarded is ten (10) points. |
| Grand Total | 110% |

Approved by Merit Commission

Ken Wallentine, Merit Commission Chair:

Date: _____