

CITY OF SANFORD
 EMPLOYMENT/PROMOTIONAL VACANCY ANNOUNCEMENT*
 FOLLOWING POSITIONS ARE CURRENTLY VACANT WITHIN THE CITY OF SANFORD IN THE DEPARTMENTS INDICATED

HOW TO APPLY

SUBMIT A CURRENT AND COMPLETED CITY OF SANFORD EMPLOYMENT APPLICATION TO THE HUMAN RESOURCES DEPARTMENT, 300 N. PARK AVENUE, SANFORD, FLORIDA 32771. EMPLOYMENT APPLICATIONS WILL BE ACCEPTED NO LATER THAN 4:30 P.M. ON THE LAST DATE THE POSITION IS OPEN. IN-HOUSE APPLICATIONS SUBMITTED BY CITY EMPLOYEES MUST BE RECEIVED IN THE HUMAN RESOURCES DEPARTMENT BY 4:30 P.M. ON THE CLOSING DATE OF THE POSITION. ***THE CITY OF SANFORD IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF AGE, SEX, SEXUAL ORIENTATION, RACE, NATIONAL ORIGIN, COLOR, RELIGION, DISABILITY, OR ANY OTHER PROTECTED STATUS. VETERANS PREFERENCE IS GIVEN ON INITIAL HIRE.*** FURTHER DETAILS AND INQUIRIES CONCERNING VETERANS PREFERENCE SHOULD BE DIRECTED TO THE HUMAN RESOURCES DEPARTMENT. PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES DEPARTMENT ADA COORDINATOR AT (407) 688-5025.

THE CITY OF SANFORD MAINTAINS A "DRUG FREE" WORKPLACE ENVIRONMENT AND CONFORMS TO ALL REQUIREMENTS OF F.S. 440.102 REGARDING DRUG SCREENING FOR APPLICANTS AND CURRENT EMPLOYEES.

CITY EMPLOYEES ARE RESPONSIBLE FOR UPDATING THEIR PERSONNEL FILES.

POSITION GRADE & SALARY	DEPARTMENT	NATURE OF WORK	MINIMUM EDUCATION AND EXPERIENCE	POSTING PERIOD
POLICE OFFICER \$35,720 - \$49,445 Req. #09-023	POLICE/UNIFORM	THIS IS EITHER GENERAL DUTY POLICE WORK IN PATROLLING AN ASSIGNED AREA IN A PATROL CAR OR ON A MOTORCYCLE FOR PURPOSES OF TRAFFIC CONTROL, CRIME PREVENTION, AND MAINTENANCE OF THE PEACE OR SPECIALIZED TECHNICAL POLICE WORK INVOLVING CRIME DETECTION AND INVESTIGATION.	MUST BE A HIGH SCHOOL GRADUATE OR GED EQUIVALENT. POSSESS A VALID FLORIDA CLASS E DRIVER'S LICENSE AND COMPLETION OF FLORIDA CRIMINAL JUSTICE STANDARDS AND TRAINING COMMISSION MINIMUM STANDARDS.	ONGOING RECRUITMENT

APPLICANTS MUST BE A CERTIFIED LAW ENFORCEMENT OFFICER OR ENROLLED IN A LAW ENFORCEMENT BASIC RECRUIT ACADEMY AT THE TIME THEIR APPLICATION IS SUBMITTED. Each applicant must have a "Physician's Clearance to Test" form signed by a licensed physician and included in the supplemented application. Failure to have this document completed may disqualify your application. Any costs associated with the completion of this form are the responsibility of the applicant. All applicants will be required to take the FDLE Physical Abilities Test (PAT) and an oral interview; and applicants will be notified by letter regarding the date and time. **APPLICANTS WHO DO NOT PASS THE PAT OR ORAL INTERVIEW MAY RE-APPLY IN SIX (6) MONTHS.** All successful applicants will be required to submit to a thorough background investigation, which includes, but not limited to past employment/education verification, driver's license review, credit history, arrest/conviction record, and computerized voice stress analysis (CVSA). A certified examiner administers the CVSA with questions addressing illegal drug use and general questions of honesty and criminal history. Applicants who successfully complete all phases of this process will be placed on an eligibility list from which the Chief of Police may hire for an entire year. Your placement on the eligibility list does not obligate the Sanford Police Department to make an offer of employment. Applicants selected will receive a conditional offer of employment pending results of a medical examination which includes drug screening and psychological evaluation.