

Minimum Employment Standards

Age: Applicants must be at least 21 years of age at the time of their appointment to an officer position.

Education: Minimum requirements is graduation from an accredited high school or possession of a G.E.D. Preferred applicants will possess a minimum of 60 college credit hours.

Physical Ability: Must be able to meet the physical demands of the job as measured by the physical agility testing.

Driver's License: Applicant must possess, or be able to possess, a valid driver's license. Must have a good driving record.

Citizenship: Must provide proof of U.S. Citizenship or pending application.

Residence: Must live within 30 miles from the City.

Tobacco Use: Must refrain from tobacco use while on duty.



Harrisonburg Police Department

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Harrisonburg, Virginia 22802
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www.harrisonburgva.gov/police



The City of Harrisonburg is an Equal Opportunity Employer

HARRISONBURG POLICE DEPARTMENT PROFESSIONALISM



INTEGRITY



RESPECT



ACCOUNTABILITY

CONDITIONS OF EMPLOYMENT

Work Schedule

The typical Patrol workday consists of a twelve (12) hour shift which runs from 6:00am to 6:00pm or 6:00pm to 6:00am. Within each fourteen (14) day period, the officer will work 84 hours.

Uniforms and Equipment

All uniforms and equipment will be furnished by the City of Harrisonburg. Recruits will receive a \$100 shoe allowance upon hire.

Training

Formal training to receive certification will be conducted at the Central Shenandoah Criminal Justice Training Academy, followed by additional extensive on-the-job training with a Police Training Officer. There is an 18 month probationary period which includes time spent in the academy.

SALARY AND BENEFITS

Starting salary for a recruit (Police Officer I) is \$36,504 per year. Upon completion of the Police Academy and field training period, advancement will be made to the Police Officer II level, which pays \$38,688-\$60,861 annually. In addition, participation in HPD's Career Development Plan can increase your salary by 20%.

Hiring of a Virginia Certified Officer

Virginia Certified Officers will have a higher starting salary percentage based on the Police Officer II rate:

1-5 Years:	3%
5.1-10 Years:	6%
10.1-15 Years:	9%
15.1-20 Years:	11%

Personal and Holiday Leave

Sworn officers earn a lump sum of 144 hours per year of holiday time.

Additionally, 12 hours per month will be accrued for use in any way.

Benefits

Health and vision, dental, short and long term disability, life insurance, flex spending, Virginia Retirement System, Deferred Compensation Plan, Employee Assistance Program

SELECTION PROCESS

Testing Registration

Applicants must register online for the education and physical testing. A \$20 fee is applicable. Upon passing the tests, applicants are eligible to apply for available positions for up to one year. HPD will test as needed.

The selection process consists of the following steps

- Panel Interview
- Polygraph
- Background Investigation
- Physical Examination
- Psychological Examination
- Interview with Chief of Police
- Drug and Alcohol Screening

Applicants will be required to complete a Personal History Statement.

Applicants must pass each step in order to move on to the next. Dishonesty or failure to pass any step automatically disqualifies the applicant from further consideration.