

MONROE MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD
NOTICE OF A COMPETITIVE EXAMINATION FOR THE CLASS OF
POLICE CHIEF

A written examination will be given on a competitive basis to approved applicants for the purpose of placing names on the competitive employment list for the class of **Police Chief** in accordance with the provisions of the Municipal Fire & Police Civil Service Law and the rules of the Monroe Municipal Fire & Police Civil Service Board.

Applications may be obtained from the Administrative Office of the Monroe Police Department, 1810-B Martin Luther King, Jr., Blvd. in Monroe, LA between the hours of 8:00AM –12:00N and 1:00PM - 4:30PM. Competitive applications are also available on the Office of State Examiner’s website at www.ose.louisiana.gov. Study guides are available on the website under Testing and Employment tab.

Completed applications **MUST** include copy of birth certificate, driver’s license, high school, home school and/or college diploma, DD-214 (if applicable) and a **SELF ADDRESSED STAMPED ENVELOPE**. Application must be received in **sealed** envelope at the Monroe Police Department’s Administrative Office, 1810-B Martin Luther King, Jr., Blvd or mailed to Beverly Stewart, MFPCSB, P O BOX 123, MONROE, LA, 71203 and received by the **3:00PM Wednesday, September 2, 2020** deadline.

Approved applicants will be notified of the date, time and location of testing at least five (5) days prior to the examination date.

QUALIFICATION REQUIREMENTS

- Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and passing a civil service examination for the position.
- Before appointment, must pass a medical examination designed to demonstrate good health and physical fitness sufficient to perform any required duties of the position.
- Prior to beginning work in this class, must obtain a valid Louisiana driver’s license.
- **MUST MEET ONE OF THE FOLLOWING TWO QUALIFICATIONS**

EITHER

Must have at least a bachelor’s degree in business administration, public administration, or a related curriculum and at least eight (8) years of responsible experience in law enforcement positions; or must have at least a bachelor’s degree or an associate degree in criminal justice, police administration, or other law enforcement curriculum and at least ten (10) years of responsible experience in law enforcement positions. Law enforcement experience should include work in positions which would provide background in patrol operations, criminal investigations, police training, and related areas of police department operations and management.

OR

Applicant must possess one of the following high school diploma, high school equivalency certificate, high school transcript, affidavit from the issuing high school, associate’s or bachelor’s degree, or college transcript, any one of which must indicate that graduation has occurred, or a degree awarded. Any Louisiana applicant who presents a home study diploma shall submit necessary documentation indicating Louisiana Board of Elementary and Secondary Education (BESE) approval of the home study curriculum. Non-Louisiana applicants shall be required to present proof of completion of a high school curriculum which has been accredited by the applicant’s state, or its state-approved agency. A certification of completion shall not be sufficient to substitute for a diploma or equivalency certificate and at least twelve (12) years of responsible experience in law enforcement positions, at least four (4) years of which must have been in positions which include administrative or supervisory responsibilities. Law enforcement experience should include work in positions which would provide background in patrol operations, criminal investigations, police training, and related areas of police department operations and management.

Additional information on the class of Police Chief is available on the OSE website under the Monroe Classification Plan.

By direction of the Chairman Hardeman Cordell

POSTING DATES

August 21, 2020 - September 1, 2020

<p>DO NOT REMOVE BY ORDER OF MONROE MUNICIPAL FIRE AND POLICE CIVIL SERVICE BOARD THE CITY OF MONROE IS AN EQUAL OPPORTUNITY EMPLOYER</p>
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