

OPEN COMPETITIVE EXAMINATION ANNOUNCEMENT #5832
POLICE SERGEANT GREAT BARRINGTON POLICE DEPARTMENT
SOLE ASSESSMENT CENTER

Last date for filing applications: August 28, 2009

Examination Date: October 6-8, 2009

ELIGIBILITY: Applicants are required to have been employed in a governmental police force as a Police Officer on a full-time or equivalent part-time basis for twelve months preceding the examination date. ***Police Officers filing for this examination must have twelve months of permanent experience after completion of their Police Academy course. Service as a Student Officer before successful completion of an approved academy does not count towards meeting the eligibility requirement.***

ELIGIBILITY TITLE: Police Officer

SALARY: Questions regarding salary should be directed to the Appointing Authority.

DUTIES: Under the direction of the Chief of Police, to plan, assign, direct and evaluate the work of subordinate police officers in the enforcement of criminal and traffic laws, investigation of criminal offenses, assisting the public, and other duties as may be assigned by the Chief of Police or as may be required by the rules, regulations, policies and procedures of the Great Barrington Police Department.

EXAMINATION SUBJECTS: The assessment center will be designed to tests a candidate's ability to perform the various duties and responsibilities of the position, including the following: Written Communication, Problem Analysis, Decision-Making, Planning and Organizing, Human Relations, Oral Communication, Initiative and Leadership.

EXAMINATION WEIGHTS: Individuals who have served as a Police Sergeant (including on an acting/provisional basis) may receive employment/experience credit. You will receive information regarding how to claim this credit and the supporting documentation required at the examination site. Employment/experience credit will be added to your overall Assessment Center score which will then be factored into your final score and represent 10% of your final score. If you have no experience as a Police Sergeant, the results of the Assessment Center exercises will be your final score. Please note, credit for employment or experience is applicable only to individuals who achieve a passing score on the examination, and cannot be added to a failing score in an attempt to achieve an overall passing final score.

IMPORTANT NOTIFICATION INFORMATION FOR APPLICANTS:

Notice to Appear

Notices to appear to your assigned examination site will be mailed to applicants via U.S. Mail or sent by e-mail. This examination is a Sole Assessment Center, and will take up to three days to complete. Applicants must be available for the entire days of October 6, 7 and 8, 2009.

IDENTIFICATION AT THE EXAMINATION SITE: At the examination site, applicants must present current and valid photo identification with signature (e.g., motor vehicle operator's license, passport, ID from an institution of higher education).

HOW TO APPLY: You may obtain applications for this examination on-line at www.townofgb.org. Applications, along with the examination fee, should be returned to: Kevin O'Donnell, Town Manager, Town of Great Barrington, 334 Main Street, Great Barrington, MA 01230.

EXAMINATION FEE: All applications must be accompanied by a money order or certified bank check. The examination-processing fee is \$100.00. Payment by money order or certified bank check should be made payable to the Town of Great Barrington. Please print your name, address, and the examination announcement number 5832 on the front of the money order or certified bank check. **NO CASH OR PERSONAL CHECKS.**

VETERANS' PREFERENCE: For applicants who pass the examination and who qualify for Veterans' status pursuant to M.G.L. Chapter 4, Section 7, Clause 43, their names will be placed on the open eligible list above those of non-veterans. Similarly, the names of Disabled Veterans will be placed above those of Veterans. If you are claiming Veterans' Preference but your status as a Veteran or Disabled Veteran has not been verified by the Commonwealth of Massachusetts Human Resources Division (HRD), you must submit veteran documentation at the exam site for HRD's review. For more information regarding how to verify Veteran/Disabled Veteran status, please visit the HRD/Civil Service website (www.mass.gov/civilservice) and review the "Veteran & Active Duty Military Applicant Information" section, especially the "Verifying Veteran's Status & Preference" section.