



TOWN OF GLASTONBURY
POLICE PROMOTIONAL ANNOUNCEMENT
POLICE AGENT

Applications must be received by **4:00 p.m. on Monday, August 21, 2023.** AA/EOE/MF.

The information provided below is intended to prepare you for the promotional process by describing (1) The position; (2) Eligibility requirements; and (3) The selection process that will be used. For questions, contact Raz Saeed (860) 652-7502 or Sherri Tanguay (860) 652-7503 in Human Resources.

The Position

- See attached Police Agent job description for duties

Eligibility Requirements

- Four (4) years of experience as a Police Officer with the Glastonbury PD as of written exam date
- See attached job description for prerequisite qualifications profile, physical/mental requirements, training, experience, licenses and certifications

The Selection Process

- Written Exam – WHEN & WHERE: **Monday, August 28, 2023, TIME - 3:00 – 5:30 pm, Riverfront Community Center – Activity Room (Please arrive 15 min before for check in)**
 - ✓ Is comprised of questions dealing with administration and operations, human and group behavior, constitutional law, ethics, personnel management and supervision, and inmate management and supervision
 - ✓ Passing score is 70% and represents 50% of your total score
 - ✓ See attached Reading List
- Oral Panel Exam – **TBD -Town Hall Meeting Room A - 9:00-4:30 pm (candidates will be notified of their .45 minute time slot by email).**
 - ✓ A panel of public safety professionals will ask a series of questions designed to offer you the ability to display your police management knowledge and acumen
 - ✓ In preparation, candidates should be familiar with The Connecticut Law Enforcement Officers' Field Manual (AKA The Original Red Book), and Department General Orders
 - ✓ Passing score is 70% and represents 50% of your total score
 - ✓ Accepted attire: Class B uniform of the day
- Interview – WHEN & WHERE: **To be announced**
 - ✓ Chief Porter will interview the three (3) highest (total) scoring candidates plus one (1) for each additional vacancy and submit promotional recommendations to the Town Manager

NOTE: Resumes, written materials, cell phones and other electronic devices will not be allowed in exams or interviews

Attachments: Job Description, Reading List

Posting Date: 7-31-2023

REFERENCE LIST

ESSENTIALS OF LAW ENFORCEMENT MANAGEMENT: FIRST LINE SUPERVISOR

The Essentials of Law Enforcement Management: First Line Supervisor promotional examination is designed to assess essential job knowledge related to a supervisory position in law enforcement. The examination will consist of 100 items and will have a time limit of 2 1/2 hours.

Be sure to study ALL content within the given chapters for each source (i.e. tables, modules, etc.).

Criminal Investigation: The Art and the Science, 9th ed.

| | |
|--------------------------|---|
| Author(s) | M. D. Lyman |
| ISBN | 9780135186213 |
| eBook ISBN | 9780137496204 |
| Chapters to Study | Chapter 2 Chapter 5 Chapter 6 Chapter 19 |

Law Enforcement in the 21st Century, 4th ed.

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|--------------------------|---------------------------------------|
| Author(s) | H. B. Grant & K. J. Terry |
| ISBN | 9780134158204 |
| eBook ISBN | 9780137403356 |
| Chapters to Study | Chapter 3 Chapter 10 Chapter 11 |

Police Administration: Structures, Processes, and Behaviors, 9th ed.

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|--------------------------|---|
| Author(s) | C. R. Swanson, L. Territo, & R. W. Taylor |
| ISBN | 9780133754056 |
| eBook ISBN | 9780137408962 |
| Chapters to Study | Chapter 2 Chapter 13 Chapter 14 |

Organizational Behavior and Management in Law Enforcement, 4th ed.

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|--------------------------|---|
| Author(s) | G. F. Vito, J. C. Reed, & H. W. More |
| ISBN | 9780135186206 |
| eBook ISBN | 9780135234747 |
| Chapters to Study | Chapter 5 Chapter 6 Chapter 7 Chapter 12 |

Supervision of Police Personnel, 9th ed.

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|--------------------------|---|
| Author(s) | N. F. Iannone, M. D. Iannone, & J. Bernstein |
| ISBN | 9780135186237 |
| eBook ISBN | 9780137408825 |
| Chapters to Study | Chapter 2 Chapter 3 Chapter 4 Chapter 5 Chapter 7 Chapter 8 Chapter 9 Chapter 10 Chapter 11 Chapter 13 |

