

Salary and benefits are subject to collective bargaining between the City of Papillion and the police bargaining unit, Fraternal Order of Police Lodge #19. Members of the Papillion Police Department under the rank of lieutenant are represented in collective bargaining. Selected benefits are as follows:

Police officer salary range: \$37,169.60 to \$53,768.00 annually. Salary for police trainee is \$35,422.40 until successful completion of Nebraska Law Enforcement Training Center basic training.

Overtime is paid at the rate of one and one-half times the regular hourly rate.

Sick leave is earned at the rate of eight (8) hours for each full month of service, with a maximum accumulation of 1,000 hours. Employees who accumulate 1,000 hours are paid the equivalent of one hour's wage for every additional two (2) hours of accumulated sick leave after a 48 hour contribution is made to the employee's PEHP Plan account.

Ten (10) holidays and two (2) personal days are paid. Employees working on a holiday are paid 2 and 1/2 times the regular rate of pay.

Employees pay \$55.00 per month towards single health insurance and \$136.00 per month towards family health insurance. Dental and Life Insurance is provided at no cost.

Vacation days are provided at the rate of ten (10) days the first year of employment, fifteen (15) days at five years, twenty (20) days at 10 years, and twenty-three (23) days at 20 years.

All uniforms and essential equipment are provided by the City.

Officers are eligible for reimbursement of tuition for pre-approved college course work taken at a college or university that has been accredited through a nationally recognized accrediting agency or association.

College pay - \$50.00 month bachelor*
\$60.00 month masters*

*after 5 years service

Plain clothes investigators receive a clothing allowance, cleaning allowance, and stipend.

Field training officers receive 1/2 hour of additional pay for each 4 hours of instruction given.

Longevity pay - 2% after 6 years; 3% after 12 years; 4% after 18 years.

Physical fitness pay - \$400 - \$600 annually depending on condition.

The Papillion Police Department actively seeks minority applications for the position of police officer. All elements of the selection process have been designed to prevent discrimination on race, sex, or age.

**THE CITY OF PAPIILLION
IS AN EQUAL OPPORTUNITY
EMPLOYER**

Policing with Pride

**Papillion
Police
Department**



**Leonard A. Houloose
Chief of Police**

**1000 East First Street
Papillion, NE 68046
Phone: (402) 597-2035
Fax: (402) 592-9810**

Website:

www.papillion.org

Testing and Selection Process

Thank you for your interest in becoming a police officer with the Papillion Police Department. The Department is currently seeking qualified men and women to serve a progressive suburban community of approximately 18,600 residents within the Omaha, Nebraska metropolitan area.

Current staffing levels are 36 sworn officers and 5 non-sworn employees.

Minimum Requirements

Police officer candidates for the City of Papillion must be at least 21 years of age at the time of appointment, and must have been awarded an Associate of Arts Degree or have completed a minimum of 60 hours of college course work from an accredited college or university. United States citizenship is required, along with the ability to speak and understand the English language. Candidates should have no felony or serious misdemeanor convictions, nor convictions of crimes involving moral turpitude, and must meet all Nebraska Law Enforcement Training Center admission standards. Nebraska residency and a valid Nebraska driver's license are required upon appointment. Vision must be correctable to 20/20 without color blindness and hearing shall be within the normal range.



Testing and ranking of police officer candidates is conducted under the supervision of the Papillion Civil Service Commission. An eligibility list is established at least annually and may remain valid for one year from the date of certification. Appointments are made as vacancies occur. Candidates who do not qualify for the eligibility list, or who are not appointed to probationary status, may make application when testing for a new eligibility list is conducted.

The testing and selection process includes the following steps:

1. Initial screening is conducted at the direction of the Papillion Civil Service Commission. Candidates interested in becoming Police Officers with the Papillion Police Department must register with Morrow & Associates. Only registered candidates will be allowed to take the entrance exam. The exam process will include a written standardized test, the Test of Adult Basic Education, and a pass/fail fitness assessment. For more information on the registration or exam process, contact Morrow & Associates, (402) 330-1019 or www.morrowhr.com.
2. Based upon initial screening results and initial background check, selected candidates' names are forwarded to the Civil Service Commission for structured board interviews.
3. Based on the results of the above steps, the Civil Service Commission will certify an eligibility list by rank-ordering all candidates. For the first position to be filled, the Commission will forward the top three names to the Chief of Police for final interview. One name will be added for each additional vacancy.

4. Polygraph, psychological, and physical examinations, to include drug screening and an additional fitness assessment will be administered to candidates offered employment.
5. All candidates making application will be notified of the status of their application upon completion of the testing and selection process.
6. Persons offered employment are required to sign an employment contract in which they agree to reimburse the City for any expenses associated with training, uniforms, etc. if the employee voluntarily resigns employment within two years of the date of hire. The employment contract also requires persons hired to remain physically fit and able to perform the essential job functions, which is measured by a mandatory annual fitness assessment.
7. Employees are initially classified as Police Trainees until successful completion of the basic curriculum at the Nebraska Law Enforcement Training Center.

