

City of Park Ridge

Police Officer Recruitment Overview

The Community: The City of Park Ridge is a suburban community of over 37,000 residents located in northeastern Cook County, adjacent to the City of Chicago and is located approximately 2 miles east of O'Hare International Airport. Park Ridge is adjacent to Interstates 90 and 294 and is served by several convenient transportation options including the Metra UP Northwest Line and Pace and CTA buses. Home to Lutheran General Hospital, the City of Park Ridge is composed primarily of single-family residences, but also includes retail shops, shopping districts, two high schools, professional and corporate office buildings as well as numerous parks and recreational facilities.

The Government: Park Ridge, incorporated in 1910, has a council-manager form of government to combine the effectiveness of an elected mayor and seven elected alderman city council with the efficiency of a professional administrator and staff. The City of Park Ridge is a home rule unit as defined by the 1970 Illinois State Constitution.

The Department: Composed of 54 full-time sworn officers and 22 civilian positions, the Park Ridge Police Department is a state accredited police department that is committed to a community-based philosophy of policing that values positive community partnerships and collaborations with our citizens. Continual in-service training is provided in an effort to not only create a more challenging and fulfilling career for our officers, but also prepare them for some of the following positions/assignments; patrol officer (12-hour shifts), detective, evidence technician, range officer, community strategies officer, motorcycle officer, bicycle patrol, juvenile officer, traffic officer, school resource officer and a variety of task force/multi-jurisdictional assignments including the Major Case Assistance Team (MCAT) and Northern Illinois Police Alarm System (NIPAS) Emergency Services Team, Mobile Field Force, and the Surveillance Team. All officers are CIT (Crisis Intervention Team) trained. Current rank advancement opportunities include the positions of sergeant, commander, and deputy chief. Additionally, the department offers a comprehensive benefits package, which includes a competitive starting salary with four yearly step increases to full salary, health insurance with prescription card, paid life insurance (one year salary/double indemnity), annual fitness evaluation, uniform allowance, paid holidays, paid vacation, pension plan, and optional deferred compensation and dental/vision plans. Patrol officers are represented by the Teamsters Union Local 700.

The Process: The advertisement, orientation, application, and written examination steps in the selection process are conducted by participating departments or their authorized vendor. The POWER test is administered by the Northeastern Illinois Public Safety Training Academy (NIPSTA) and will be paid for by the candidate. Those passing this portion of the testing process will be placed on an eligibility list (valid for two years), with the ranking being determined based on final scores and the application of any preference points, pursuant to current statutes.

Upon successful completion of the written exam, and as vacancies occur, based upon their position on the list candidates will be invited to an interview with departmental staff. Further participation in the selection process includes the following steps:

1. Polygraph examination
2. Board of Fire and Police Commission Interview
3. Background investigation
 - a. Driving history
 - b. Criminal history
 - c. Financial background
 - d. Personal business and employment references
4. Command Staff Interview

Upon a conditional job offer, candidates will also be required to pass a psychological exam, undergo a comprehensive medical examination including a drug screening, and pass the state POWER test. Appointment to police officer requires the candidate graduate from a certified police academy, successfully complete a 12-week field training program and successfully complete a 24 month probationary period, which includes time spent in the academy and field training.

A copy of the police officer job description may be obtained through the department's training officer.

An Equal Opportunity Employer