

# Promotional Examination Announcement Bulletin

## DETECTIVE

### REQUIREMENTS

Applicants must have served continuously as a sworn member of the Milwaukee Police Department for at least three years immediately preceding January 22, 2020.

Continuous service includes:

- Time spent on military leave or duty disability will count toward the actual years of service requirement.
- Police Officers who have had leaves of absence related to physical disabilities, including maternity leave, sick leave, or education leave or leaves which qualify under the Family and Medical Leave Act.
- A break in service of 30 cumulative days or less for other non-disciplinary reasons.
- A break in service of 4 cumulative days or less for disciplinary reasons will be considered to have continuous service but must have the required years of actual service.

### DUTIES

- Conduct crime scene investigations.
- Collect and preserve physical evidence.
- Plan and conduct case management activities.
- Interview witnesses and victims.
- Surveil, apprehend and interrogate suspects.
- Collaborate and communicate with other department personnel.
- Obtain warrants and assist the District Attorney.
- Prepare and maintain departmental forms, reports and personal records.
- Perform general law enforcement activities.
- Keep up-to-date and read police-related materials.
- Perform other related duties and responsibilities.

### OTHER QUALIFICATIONS

The position of Detective requires the following knowledge, skills, abilities and personal characteristics for successful performance of duties, which will be evaluated in the selection process:

- Knowledge of criminal investigation procedures, interviewing and interrogating techniques, laws and statutes, and rules and procedures.
- Oral and written expression, oral and written comprehension.
- Analytical and interpersonal skills.
- Judgment and decision making.
- Planning and organizing.
- Managing resources and directing and coordinating.
- Initiative and the ability to perform effectively under stress.
- Skill and knowledge to abide by and enforce the Department's Code of Conduct.

### APPLICATIONS

Applications are available online only at [www.jobaps.com/Mil/jobs/FPC](http://www.jobaps.com/Mil/jobs/FPC). Applications must be submitted by December 16, 2019. The Commission is not responsible for applications not submitted by the deadline.

### EXAMINATION

The examination will consist of the following components:

Written Test	25%
Oral Exam	35%
Career Review	35%
Seniority	5%
	100%

The Written Technical Knowledge Test is scheduled for **Wednesday, January 22, 2020 at 9 a.m. at the American Serb Hall**. Qualified candidates who have submitted an application will receive an email notification with additional information regarding the written test.

Applicants must pass the Written Technical Knowledge Test in order to proceed to the Oral Board Examination and Career Review Board. Those applicants will be notified at a later date of the date, time, place, and nature of the remaining test components. The eligible list resulting from this examination will remain in effect for two years from the date of adoption, unless exhausted, extended, or rescinded by the Board. Promotion is contingent upon passing a drug screen.

A Reading List and Preparation Guide containing information regarding the Written Test will be made available to applicants for promotion to Detective. Both the reading list and preparation guide will be available on the MPD HR Division SharePoint.

*If you will be unavailable for one or more portions of the examination due to military service or training, you must provide written notification to the Fire and Police Commission prior to the examination. Please contact **April Nwandu** at (414)286-5063, [anwan@milwaukee.gov](mailto:anwan@milwaukee.gov), or in person at City Hall Room 706.*

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**NOTE: Promotion Eligibility to Police Lieutenant**

The labor contract agreement between the City of Milwaukee and the Milwaukee Police Association Local #21 effective January 1, 2018 through December 31, 2019 and continuing in effect until otherwise revised includes Appendix L, Memorandum of Understanding which states in pertinent part:

1. *An employee occupying the classification of detective on the execution date of the 2010-2012 Agreement between the City and the Union shall be eligible for consideration for promotion to the rank of police lieutenant if the employee otherwise meets the minimum eligibility criteria for consideration for promotion to the rank of police lieutenant as established by the City's Fire and Police Commission. A list of identified employees shall be attached to the Memorandum.*
2. *No employee identified herein shall be precluded from the promotional testing process to the rank of police lieutenant based solely on a lack of experience as a sergeant.*

Applicants for Detective who are not on the list of identified employees in the Appendix L Memorandum of Understanding may not be eligible to participate in future promotional processes for the position of Police Lieutenant. Eligibility to participate in an examination is established by the Board when the Promotional Examination Announcement Bulletin is approved.