APD Mission Statement:
To make Aurora safer every day.

Aurora Police Department HQ
15001 E. Alameda Parkway
Office of the Chief
Aurora, CO 80012

APD Recruiting Unit Contact Information:
AuroraPolice.com
1.800.637.9963
ApdRecruiting@auroragov.org

The Civil Service Commission administers the basic entry selection process. Any questions in reference to scheduling, test results, background investigations or application status should be directed to the commission at 303.326.8931 or civilservice@auroragov.org.

Officer Abdullah Syidi
asyidi@auroragov.org
303.739.7897

Officer Nicole Wicklund
nwicklun@auroragov.org
303.326.8759
# Aurora Police Department Information

1

# Minimum Qualifications

2

# Objectives

3

# Salary

5

# Benefits

6

# Selection Process

8

# Physical Fitness Test

9

# Academy Expectations

11

# Grounds for Disqualification

12

# Conditional Disqualifications

14

# Quick Facts

15
In 1907 the Aurora Police Department was established to provide law enforcement services for the city of Aurora. Since that time the city of Aurora has grown to be the 3rd largest city in the State Of Colorado encompassing 147 square miles with a population of 353,108 people.

The Aurora Police Department has been nationally recognized for its innovative approaches to law enforcement and community policing and is internationally accredited.

The Aurora Police Department utilizes the following assignments and units to help complete its mission:

- Patrol Officer
- Police Area Representative (PAR)
- Strategic Response and Tactics (SRT)
- K-9 Officer
- School Resource Officer
- Explorer Advisor
- Traffic Accident Investigator
- Motorcycle Enforcement Team
- Motor Carrier Safety Officer
- SWAT Officer
- Narcotics Investigator
- Auto Theft Investigator
- Emergency Response Team
- Municipal Center Security Officer
- Academy Instructor
- Range and Firearms Instructor
- DARE Instructor
- Recruiter
- Honor Guard Member Public
- Information Officer
- Foot Patrol and Bike Patrol Officer
- Gang Intervention Officer
- Homicide Detective
- Sex Crimes Detective
- Persons Crimes Detective
- Property Crimes Detective
- Economic Crimes Detective
- Hostage Negotiator
- Supervisory and Command Officer
- Field Training Officer
At the time of application (unless otherwise noted), applicants for Entry Level appointment to the Civil Service shall:

- Be twenty-one (21) years old by academy start date. Proof will be either a notarized copy or original birth certificate, passport of the United States of America, or a certificate of naturalization.

- Be a citizen of the United States of America. Proof will be either a notarized copy or original birth certificate, passport of the United States of America, or a certificate of naturalization.

- Have earned a high school diploma or GED.

- Be able to perform minimum essential job functions of the position.

- Have corrected visual acuity of 20/20 and normal field, night, peripheral and distance vision. Police applicants must also possess normal color vision.

- Have ability to speak, hear and understand ordinary speech and meet all minimum physical, mental and medical standards.

- Have a valid driver’s license.

- Meet such other requirements established by the commission.

**Required Supplemental Documents:**
The following supporting documents assist the commission in determining whether you shall be eligible to participate in subsequent testing. You should submit these documents when requested by the Civil Service Commission, but no later than the announced deadline.

- A copy or original state-issued birth certificate; U.S. passport; or naturalization document, if born outside the U.S. (Certificates of birth from a hospital or county will not be accepted.)

- Copy of college transcripts from each post-secondary school attended, including transferred hours. An official copy of your transcript will be required later in the process.
MINIMUM QUALIFICATIONS

- Copy of state-issued motor vehicle driver’s record issued within the last 60 days from each state you held a license in the last seven years. (NOTE: A driver’s record issued by the Crime Information Center (CCIC/NCIC), third-party internet site, or local police agencies will not be accepted.)

- Copy of DD214(s), if you ever served on active duty in the armed forces, showing dates of service, type of discharge and award of campaign badge, if applicable.

- Eligibility letter from Veterans Affairs and completed Form 15, if claiming a service-incurred disability, dated within the last 12 months.

OBJECTIVES

The following job description identifies specific duties, responsibilities and tasks for the position of Police Officer. The goal of an Aurora Police Officer should be to promote a safe environment through police and citizen interaction. Through effective communication and teamwork, a trust should be developed with the residents of the community so that there exists a two-way information flow. A community policing philosophy is in place to foster a proactive, decentralized approach designed to reduce crime, disorder and the fear of crime.
OBJECTIVES

DUTIES OF A POLICE OFFICER

Patrolling assigned areas of the city in an automobile, motorcycle, bicycle or on foot. Responsible for the prevention and detection of criminal activity, the preservation of public order and the promotion of public safety awareness. This is accomplished through the handling of dispatched call for service or on-view activity.

Duties Include:

- Conducting preliminary investigations
- Preparing accurate and complete reports
- Accident investigation
- Collecting evidence
- Testifying in court
- Rendering and summoning medical aid
- Directing traffic
- Restraining violent and/or intoxicated persons
- Apprehending law violators
- Ability to safely handle firearms
- Ability to safely drive an emergency vehicle in all types of weather and traffic conditions
- Issuing summonses when appropriate
- Engaging in crime prevention and reduction measures
- Using physical force (including deadly force) to the extent necessary to preserve peace, protect life, affect an arrest or prevent an escape
<table>
<thead>
<tr>
<th>Patrol Officer</th>
<th>Years 1-4</th>
<th>Year 5</th>
<th>Year 6</th>
<th>Year 7</th>
<th>Year 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade IV</td>
<td>$53,713</td>
<td>$4,476</td>
<td>$25.8326</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade III</td>
<td>$59,709</td>
<td>$4,976</td>
<td>$25.8326</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade II</td>
<td>$66,525</td>
<td>$5,544</td>
<td>$31.9827</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grade I</td>
<td>$73,507</td>
<td>$6,126</td>
<td>$35.3399</td>
<td>$76,868</td>
<td>$6,405</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$78,018</td>
<td>$6,502</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$81,582</td>
<td>$6,779</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$86,287</td>
<td>$7,191</td>
</tr>
</tbody>
</table>

See chart below for additional step increases totaling 7%

Salary amounts are negotiated every two years which can result in cost of living pay raises. A $750 annual longevity payout annual.
**Uniforms**

Uniforms are furnished by the department at no cost. You supply the duty weapon, which must meet department standards. All new Police hires are required to carry one of the following authorized duty weapons:

- Glock 19
- Glock 17
- Glock 34

Officers receive $750.00 body armor vest allowance once every four years.

**Vacation and Holidays**

Vacation: 80 hours annually, increasing with seniority with a maximum of 260 hours annually

Paid holidays: 11 days annually

Personal leave: 20 hours annually

*Time is accrued on a 48-hour work schedule. (40-hour administration schedule will differ)*

**Sick Leave**

120 hours annually

**Health Insurance**

Effective Jan. 1, 2015, the city shall contribute an amount up to $1,307.20 per month for family coverage, $960.92 per month for employee plus one, and $480.50 per month for singular coverage toward the cost of the premium in a group health plan offered by the city to its employees.

**Dental Insurance**

Effective Jan. 1, 2015, the city shall contribute an amount up to $43.76 per month toward the cost of family or single coverage in either of the dental insurance plans offered by the city.

**Life Insurance**

The city provides free life insurance, which is one times salary (rounded to the nearest higher thousand of the annual salary) plus $1,000 dependent coverage. Supplements and dependent insurance is available.
Disability

The city provides death and disability coverage through the Fire and Police Pension Association (FPPA).

Retirement

Officers and the city both contribute 10.5% bi-weekly into their retirement fund with 5-year vestment schedule IRS-qualified tax-exempt retirement plans meeting 401A status can be rolled over when the candidate provides IRS determination letter, subject to approval of the retirement board.

Deferred Compensation

Officers may tax defer a certain dollar amount of salary annually, to a 457 account or officers may defer a certain dollar amount (post-tax) to a Roth IRA account.

Training

Officers are required to attend 40 hours of in-service training annually. They are also eligible for job related sponsored training.

If you would like additional information on the benefits that are offered by the city of Aurora contact a recruiter 1.800.637.9963 and request a employee benefits guide or call the Human Resources Department at 303.739.7225.
APPLICATION SUBMITTED ON LINE. Computer automatically screens if applicant meets minimum qualifications.

QUALIFIED APPLICANT INVITED TO ENEGOMETRICS FRONTLINE EXAM.

APPLICANTS PASSING THE FRONTLINE EXAM ARE BANDED AND RANDOMLY DRAWN A PRIORITY NUMBER TO BE INVITED TO PROCEED THROUGH THE TESTING PROCESS OVERSEEN BY THE COMMISSION.

TOP BANDED APPLICANTS COMPLETE PERSONAL HISTORY STATEMENT REQUIRING DETAILS ABOUT APPLICANT’S BACKGROUND.

BACKGROUND PROCESS CONDUCTED BY OUTSIDE CONTRACT INVESTIGATOR ACCORDING TO STRICT CALIFORNIA POST GUIDELINES TO INCLUDE A JOB SUITABILITY ASSESSMENT AND POLYGRAPH EXAMINATION.

IF APPLICANT PASSES THESE STEPS, THEIR FILE IS PRESENTED TO THE COMMISSION FOR FINAL REVIEW.

COMMISSION APPROVES APPLICANT TO RECEIVED A CONDITIONAL JOB OFFER OF EMPLOYMENT.

MUST PASS A FITNESS TEST, POST-OFFER PSYCHOLOGICAL ASSESSMENT, MEDICAL EXAM AND SUBSTANCE ABUSE SCREENING TO MAKE THE FINAL CERTIFICATION LIST.

FINAL CERTIFICATION LIST CREATED CONTAINING THE NUMBER OF RECRUITS NEEDED IN THE ACADEMY, PLUS TWO ALTERNATES.

APPLICATIONS GIVEN FORMAL JOB OFFER LETTER FROM HUMAN RESOURCES.

The Civil Service Commission administers the basic entry selection process. Any questions in reference to scheduling, test results, background investigations, or application status should be directed to the commission at 303.326.8931 or civilservice@auroragov.org.
Phase 1

**Sit-ups**
The participant will have 60 seconds to complete as many sit-ups as possible.

**Illinois Agility Test**
The participant will have one attempt at this test.

**Beep Test**
The participant will attempt to complete as many laps as possible during this test. The score is based on the total number of consecutive laps.

The participant will be scored in each of the listed areas.

The participant is required to obtain a minimum score of 12 points. The participant must have at LEAST one point in each category.
Phase 2

Essential Job Functions Test

- The participant must be able to climb over a 6-foot-tall chain-link fence, unassisted. *This part is not timed*

- The participant will sit in the driver’s seat of a patrol car with the doors closed and will await further instructions. A test monitor will give the participant verbal instructions to pursue a fictitious fleeing felony suspect (i.e. a physical description). The test monitor will tell the participant to “GO” and the following physical tasks must be completed: The participant must get out of the car and run a total distance of 130 yards, (negotiating the following obstacles). Timing begins when the participant opens the patrol car door. The participant will encounter a standard-size office table. The participant must crawl under this table.

- During the run the participant must climb through an approximately 30-inch-by-30-inch opening with the bottom of the opening located approximately 49 inches from the ground. Next the participant must run to and climb a set of stairs. After climbing the stairs, the participant must identify the proper suspect from four targets, each numbered and dressed differently. Finally, the participant will then move a dummy weighing approximately 150 pounds from a chair totally across a designated line five feet away where upon timing will stop.

- The participant must complete this section in under 60 seconds.
Attendance

- The police academy duration is 26 weeks with a 14 week field training period.
- Class hours are generally, Monday through Friday except for special assignments and training required at night.
- Absences without leave will be grounds for dismissal.

  - Colorado Peace Officers Standards and Training (P.O.S.T.) requires 100% attendance during the Academy. Excused absences will be on a case-by-case basis, to be determined by Academy staff.

Standards and Training

- The academy is (paramilitary) designed on a military pattern with a military structure.
- You will stand at attention.
- You will participate in fairly rigorous physical activity.
- Fitness is a significant part of the overall structure of the academy.
- You must obtain a passing score for the Physical Abilities Test (PAT) fitness standard.
- You must maintain 70% or better on all tests.
- You must maintain a 70% or better on all skills tests (i.e. driving, self-defense/arrest control, firearms).
- You must pass the Colorado Peace Officers Standards and Training (P.O.S.T) standards and exams.
- Departing from the truth by commission or omission in any verbal or written communication may be grounds for termination.
Please review prior to submitting your application. Applicants shall be disqualified for the following reasons:

1. Failure to meet any of the minimum qualifications.

2. Failure to submit a complete application or comply with procedures established for such application including, but not limited to: signing the application; responding to all items; providing explanations when required; supplying requested documents; or complying with other procedures established for such application at the time of application.

3. Falsification, misleading statements, omissions, misstatements, conflicting information, or discrepancies of information required on the application and/or on other forms or documents in any portion of the examination process; or evidence of falsification, fraud or deceit in any portion of the application and examination process.

4. Conviction of, or deferred judgment for, a crime that is a felony under state or federal law; or military conviction by a Court Martial that is comparable to a felony conviction.

5. Conviction of, or deferred judgment for, or combination of:
   - Two or more misdemeanor crimes or petty offenses, other than traffic offenses, under federal or state law, or violations of municipal or county ordinance within the last five years.
   - Any driving offense within the last three years that was caused by alcohol, controlled substances, drugs, or other illegal substances, including, but not limited to, DUI and/or DWAI; or two or more convictions or deferred judgments within the last seven years.
   - **Seven or more violations while operating a motor vehicle in the last seven years; or four violations in the last three years; or three violations in the last year.**
   - Any reckless driving violation within the last three years; or two or more violations within the last seven years.
• Any driving offense within the last three years that was caused by alcohol, controlled substances, drugs or other illegal substances, including, but not limited to, DUI and/or DWAI; or two or more convictions or deferred judgments within the last seven years.
• Any misdemeanor causing disqualification under POST standard 24-31-305.

6. Suspension or revocation of driver’s license in the last two years; or two or more suspensions or revocations in the last five years.

7. Illegal possession, including illegal use or experimentation, of marijuana (one) year from the date of application.

8. Illegal possession, including illegal use or experimentation, of any controlled substance, other than marijuana, to include prescribed drugs, narcotics, steroids, ecstasy or other controlled drugs, within the last three (3) years from date of application.

9. Illegal sale or illegal distribution of any controlled substances or drugs, including steroids, in the last ten (10) years.

10. Failure to supply required documents by the deadline established by the commission.

11. Failure to successfully complete any portion of the commission’s required examinations.

12. Violation of any commission rule, regulation, policy or directive.

13. Overall conduct or character of the applicant that demonstrates an undesirable behavior pattern including, but not limited to, dishonesty and/or integrity issues, motor vehicle violations, employment terminations, financial problems, thefts and/or activities or a combination of such conduct and/or activities.

14. Applicant was disqualified from an Aurora Civil Service process for failing the background, job suitability assessment or substance abuse test in the past 24 months.
The following factors may be grounds for disqualification:

1. Termination from any law enforcement agency or any fire department.

2. Voluntary separation from law enforcement or fire employment to prevent, or in lieu of, possible disciplinary action or termination.

3. Failure to appear at the scheduled date and time for any appointment or examination.

4. Conviction of a misdemeanor crime under federal or state law, or a violation of a municipal or county ordinance, in which the offense involved the use, attempted use, or the threatened use of a deadly weapon or physical force against any person. Additional misdemeanor convictions included in Colorado SB 01-16 that may be cause for revocation or denial of peace officer certification.

5. A member of any organization that engages in acts of force or violence, illegal activity, and/or advocates the violent overthrow of the Constitution or Government of the United States of America.

6. Inability to locate applicant.

7. Removal for cause from an eligibility list in the past 12-month period.

8. Solicitation, or attempted solicitation, in connection with application and testing for employment, of preferential treatment and/or intervention on behalf of the applicant from any member of the City Council, the department and its employees, the commission and its employees, or other city officials and employees. Personal references and letters of recommendation or commendations are to be provided during the background investigation.

9. Discharged from any branch of military service under other than honorable conditions.
AURORA
PROUD TO BE COLORADO’S SAFEST LARGE CITY

Aurora’s police force works around the clock to ensure residents are safe at home, safe at school, safe at work and safe at play.

SAFEST CITIES IN U.S.
BASED OFF 2016 CRIME RATES (PER 1,000 CITIZENS)
FOR POPULATIONS 250,000 AND OVER

<table>
<thead>
<tr>
<th>Rank</th>
<th>State</th>
<th>City</th>
<th>Population</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>25</td>
<td>Colorado</td>
<td>Aurora</td>
<td>361,710</td>
<td>35.89</td>
</tr>
<tr>
<td>35</td>
<td>Colorado</td>
<td>Colorado Springs</td>
<td>464,113</td>
<td>40.57</td>
</tr>
<tr>
<td>39</td>
<td>Colorado</td>
<td>Denver</td>
<td>699,259</td>
<td>42.47</td>
</tr>
</tbody>
</table>

Historical FBI UCR crime data and population figures were used to calculate rankings.

COLORADO LARGE CITY NATIONAL SAFETY RANKINGS OVER THE YEARS

25th
35th
39th
Every day our public safety professionals are working to keep us all safe, and now, they can train in a new facility. In 2016, Aurora celebrated the opening of a new public safety training center located near Gun Club Road and Quincy Avenue. This state-of-the-art center combines classroom training with hands-on practice in a real-world setting. This center is used to train tactics, investigation, firefighting, technical rescue, pursuit, and much more. It is an amazing fully integrated training facility, and allows our public safety training professionals to develop and enhance the skills they need in their efforts to make Aurora an even safer community.

#JoinTheAPD
AuroraGov.org/Recruit

Detective/Investigator
Criminal investigations

K-9
High risk apprehensions, drug detection, community engagements

SRT/SWAT
Strategic Response Team to assist patrol and auxiliary units

Patrol
The backbone of the Aurora Police Department

PAR/SRO
Police Area Representative/School Resource Officer: Community Service

Traffic/MET
Traffic/Motorcycle Enforcement Team: Traffic safety
Think you know Aurora?

1st and 2nd
Fastest Appreciating Neighborhoods in the Denver Metro Area

TOP 10
PLACES to see Public Art in the country

#1 The FITTEST city in the nation

15th BEST PARK SYSTEM in the nation
(First for Public Land)

13th BEST CITY to Find Your Dream Job in the U.S.
(SmartAsset.com)

5th BEST city for People with Disabilities in the nation
(WalletHub)

#1 SAFEST large city in Colorado
(Based on FBI data)

#4 Top cities in the U.S. for living the American Dream

National Award-Winning Water System including “Excellence in Water Treatment”

3rd BEST CITY to Be a Homeowner in the Country
(SmartAsset.com)

Statistics as of March 2018