

## ANNOUNCEMENT

The Civil Service Commission of the City of Bridgeport will conduct a competitive promotion examination for **POLICE SERGEANT**. The exact date and location of the examination will be announced to all qualified applicants at a future date.

**SALARY RANGE:** \$76,133 - \$78,675; appointments to be made at the minimum or entrance salary of \$76,133 per year. Advancements within the salary range may be made in accordance with the terms of the contract between the City of Bridgeport and Police Employees Local 1159, AFL-CIO, AFSCME.

**APPLICATIONS:** Each candidate must complete an application form supplied by the Commission and file it no later than **Friday, July 27, 2018**. Each candidate must submit a refundable security deposit of \$150 in the form of a certified bank check or money order made payable to "CASH" by the application closing date. This security deposit will be refunded to all applicants who appear for the examination at the proper date and time\*.

Applications can be obtained and must be filed in person at the Office of the Civil Service Commission, 45 Lyon Terrace, Room 106, Bridgeport, Connecticut.

**DUTIES:** Supervisory police work of ordinary difficulty and responsibility for directly supervising the work of a number of Police Officers or Detectives; related work required of a Police Sergeant in the Bridgeport Police Department; performed under technical direction.

**REQUIREMENTS:** This examination is open to members of the Bridgeport Police Department who have occupied a permanent position of Police Officer or Detective, for not less than one year prior to May 27, 2018\*\* (Walker v. Jankura). Knowledge of Police Department rules and regulations; considerable knowledge of modern police methods and tactics and accepted principles of police administration and police science; knowledge of police investigative and crime detection methods and techniques; knowledge of the laws of evidence; command ability; ability to prepare clear and comprehensive reports; keen powers of observation and memory; mental alertness; integrity; industry; resourcefulness; good judgment; tact and good health and ability to perform the essential functions of the job.

**SUBJECTS OF EXAMINATION:** The promotion process for the position of Police Sergeant in the Bridgeport Police Department will be an assessment process which may consist of the following components\*\*\*: Role Playing exercises; In-Basket exercise; Job knowledge questions (written exam) and oral board questions, weight, 95%; Seniority, weight 5%. A reference list of reading/study materials is being issued concurrent with this announcement and can be found on the City's website. Candidates will be required to pass a qualifying service rating in order to be placed on the employment list.

**PASSING POINT:** The passing point will be set at that score which is 70% of the highest score made (e.g., if the highest score = 92, then passing score = 64).

**EXAMINATION REVIEW PROCEDURES:** Each candidate will have an opportunity to review his or her examination papers during the one-month period after the date of announced results. The papers will be open to inspection during the period of 9:00 A.M. to 1:00 P.M., Monday through Friday. Every inspection period will be monitored by the staff of the Civil Service Office and no candidate will be allowed to copy examination questions or take any written material from the review room. The time allowed for review will be equal to the time allowed for taking the test. No candidate will be allowed more than two visits to review his or her papers.

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\* In order to ensure that candidates who apply will present themselves for the promotional competitive examination, the Civil Service Commission requires that all applicants provide the Office of the Civil Service Commission with a refundable deposit to hold a place for the candidate at the examination. This deposit check will be returned to all candidates who appear for the examination at the time of the final day of the exam. Candidates who apply for examination but do not appear will forfeit their deposit. A detailed explanation for this security deposit can be found online at the City's website.

\*\* The first vacancy per Walker v. Jankura ruling was Sergeant Edward Rivera's retirement on 1/27/2018.

\*\*\* This list is not meant to be all-inclusive and the Civil Service Office reserves the right to substitute or change these exercises based on current job analysis results.

CIVIL SERVICE COMMISSION  
City Hall, 45 Lyon Terrace, Room 106  
Bridgeport, Connecticut 06604  
An Equal Opportunity Employer M/F  
Promotion Examination #2353 – POLICE SERGEANT

## 2018 PROMOTIONAL WRITTEN EXAMINATION SOURCE MATERIALS FOR THE RANK OF SERGEANT IN THE BRIDGEPORT POLICE DEPARTMENT

### SUPPLEMENT TO THE SOURCE LIST

Listed below is an update to the source materials from which the job knowledge written examination for the sergeant rank will be developed. Unless specific chapters/sections are denoted, you will be responsible for the entire source. These source materials may also be used in the development of assessment exercises included in the promotional testing process.

- *Agreement Between the City of Bridgeport and Bridgeport Police Local #1159 and Council #15 AFSCME, AFL-CIO, July 2012 – June 2016*
  - *Section I- Articles 3, 6, 7 10*
  - *Section II- Management and the Workplace*
  - *Section III- Article 25*
  - *Section V- Holiday and Leaves*
  - *Section VI- Miscellaneous*
    - *All articles*
    - *Notes, Rules, Military Leave Policy*
    - *No Appendices*
- *Connecticut Law Enforcement Officer's Field Manual, 2018 Edition (Red Book)*
- *Policy and Procedure Manual, Bridgeport Police Department, Current Edition*
  - *Chapter 1.1- Law Enforcement Role and Authority*
  - *Chapter 1.3- General Rules and Duties*
  - *Chapter 1.8- Office of Internal Affairs (no appendices)*
  - *Chapter 1.9- Inspections*
  - *Chapter 2.4- Uniforms and Equipment*
  - *Chapter 2.7- Personnel- General (no appendices)*
  - *Chapter 3.2- Patrol Operations*
  - *Chapter 3.3- Juvenile Operations*
  - *Chapter 3.5- Community Services*
  - *Chapter 3.7- Arrests, Detention, Prisoners, and Use of Force*
  - *Chapter 3.8- Holding Facility*

**2018 PROMOTIONAL WRITTEN EXAMINATION SOURCE MATERIALS  
FOR THE RANK OF SERGEANT IN THE BRIDGEPORT POLICE DEPARTMENT**

**SUPPLEMENT TO THE SOURCE LIST**

- *Policy and Procedure Manual, Bridgeport Police Department, Current Edition (con't.)*
  - **Policy 2.2- Law Enforcement Officer Safety Act**
  - **Policy 2.3- Career Development**
  - **Policy 3.6.6- Active Shooter**
  - **Policy 4.01- Citizen Complaint**
  - **Policy 4.02- Investigating Citizen Complaints**
  - **Policy 7.04- Crowd Control Management**
  
- *Supervision of Police Personnel, 8th Edition, 2014, Pearson Education, Iannone, N.F.; Iannone, M.D.; & Bernstein, J. (ISBN # 978-0-13-297382-3)*
  - **Chapters 1-5**
  - **Chapters 7-9**
  
- *Final Report of the President's Task Force on 21st Century Policing, May 2015, Washington, DC: Office of Community Oriented Policing Services*
  - **No appendices**