

The City of Litchfield Police and Fire Commission is currently accepting applications for the purpose of establishing a hiring eligibility list of lateral transfer candidates through March 31, 2020 at 5:00 p.m.

Applicants for lateral appointments to the position of police officer for the City of Litchfield, Illinois must meet the following minimum qualifications and requirements at the time of application:

- Applicant must possess a State of Illinois certification by the Illinois Law Enforcement Training and Standards Board (ILETSB) with no more than forty (40) hours of training required by that Board for recertification, if necessary. Certification by the state of employment outside of Illinois will also be accepted provided the certification will be accepted and recognized by the ILETSB with no more than forty (40) hours of training required by that Board for recertification, if necessary. (Part-time certification as a law enforcement officer does not meet this requirement.)
- Applicant must be a U.S. Citizen.
- Applicant must be at least twenty-one (21) years old.
- Applicant must have a minimum of two (2) years of full-time experience in good standing with a municipality, county, special or state police department within the three (3) years prior to the date of application. If experience is outside the State of Illinois then all Out of State Certification requirements must be met.
- Applicant must have a valid driver's license
- Applicant must become a resident of the 62056 zip code within 6 months of hire date
- Applicant must have the ability to furnish, upon request, a copy of the following:
 - A resume
 - Professional License
 - Training Certifications
 - Documents confirming work experience
 - A birth certificate
 - A high school diploma/GED certificate
 - Higher education transcripts
 - Military service records/discharge paperwork
 - A release for records from previous employers
 - Any other employment related materials as requested or required

The following Selection Process shall be utilized by the City of Litchfield in its' use of the lateral transfer policy:

- Examination shall be held by the City of Litchfield Police and Fire Commission. A roster in order of preference will be created dependent upon applicants' performance during this evaluation, all other examinations will be pass/fail.
- Character, Background and Credit check shall be conducted
- Post-Offer examination shall include but not be limited to:
 - Psychological Evaluation

- Medical Evaluation
- Vision Screening
- Drug Screening

Limitation and Effects

1. It shall be the policy of the City of Litchfield that no more than 50% of newly hired Officers shall be from the roster of Lateral Transfers.
2. The Lateral Transfer shall serve a probationary period of six months.
3. The Lateral Transfer shall not gain any seniority over any Officer due to his/her service years' credit from previous employment with other entities.

Starting base pay for the Litchfield Police Department is currently \$49,961.60. The department is currently in the first year of a four year collective bargaining agreement. Officers with the City of Litchfield receive base pay increases after completion of probation and after completion of 2, 3, 4, 5, 10, 15, and 20 years of service.

Applications are available online at http://www.cityoflitchfieldil.com/news/33_1.html or may be picked up at the Litchfield Police Department. Applicants are required to complete the employment application and the employment application and supplemental pages for police and fire. These applications must be received or postmarked by March 31, 2020 at 5:00 p.m. They may be mailed to, or brought in to the Litchfield Police Department at the following address;

Litchfield Police Department
120 East Ryder
Litchfield, IL 62056

If you have any questions regarding this program, you may contact the Litchfield Police Department at (217) 324-5991.