

**Promotional Examination Announcement Bulletin**  
**POLICE LIEUTENANT - REVISED**

**REQUIREMENTS**

Applicants for Police Lieutenant must have held the following positions with the Milwaukee Police Department continuously for three years immediately prior to the February 25, 2015:

- Sergeant
- ID Supervisor
- Detective
  - Note: Detectives must also have held the title of Detective on the execution date of the 2010-2012 Agreement between the City of Milwaukee and the Milwaukee Police Association Local #21, and be covered under the Memorandum of Understanding dated November 4, 2011. Individuals appointed to the position of Detective after December 27, 2011 may not be eligible to participate in promotional processes for the position of Police Lieutenant.

Continuous service includes:

- Time spent on military leave or duty disability will count toward the actual years of service requirement and as continuous service.
- Leaves of absence related to physical disabilities, including maternity leave, sick leave or leaves which qualify under the Family and Medical Leave Act.
- A break in service of 30 cumulative days or less for non-disciplinary reasons.
- A break in service of 5 cumulative days or less for disciplinary reasons will be considered to have continuous service but must have three years of actual service.
- Three years of cumulative experience in the positions of Police Sergeant, ID Supervisor or Police Detective immediately prior to February 25, 2015.

**DUTIES**

Preserve public peace and order, prevent and detect crime, identify and arrest criminals, manage and coordinate criminal investigations, evaluate and assign follow-up and ensure work is completed. Supervise, guide, instruct, and develop personnel to become future leaders in the Department. Ensure personnel are performing their duties in accordance with the Department's Code of Conduct, policies and procedures.

**OTHER QUALIFICATIONS**

Police Lieutenant candidates should possess the knowledge, skills, abilities and personal characteristics needed to effectively manage all activities and personnel on an assigned shift.

These include, but are not limited to:

- Knowledge of department rules and procedures, reports, position responsibilities, ordinances and state statutes.
- Ability to communicate effectively (written and oral) with subordinates, superiors and the public.
- Ability to provide command and direct a force of personnel of lesser rank and efficiently enforce discipline.
- Ability to plan and organize effectively.
- Ability to solve problems creatively.
- Ability to provide leadership over personnel and operations.
- 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 31, 2014. The Commission is not responsible for applications not received by the deadline.

**EXAMINATION**

The examination will consist of the following components:

Written Exam	25%
Oral Exam	40%
Career Review	30%
Seniority	5%
	100%

The Written Exam is scheduled for **Wednesday, February 25, 2015 at 9 a.m. at the Safety Academy, Room 182**. Candidates who have submitted an application will receive an email notification with additional information regarding the written test.

Candidates will be notified of the date, time, place and content 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.

*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 Toni Vanderboom at (414)286-5063, [trvande@milwaukee.gov](mailto:trvande@milwaukee.gov), or in person at City Hall Room 706.*