



DEPARTMENT INFORMATION

Police Department

The Roswell Police Department is a full-service law enforcement agency with 94 sworn officers dedicated to providing the highest level of service possible to our community. Our department is made up of a team of men and women dedicated to serving the needs of the community, providing police services 24 hours a day, 7 days a week. In 2012, approximately 54,992 incidents were reported and filed with the police department.

Assignments

All new Roswell Police Officers, regardless of previous experience, are assigned to the Patrol Division. Officers must have two continuous years of service before being eligible for special assignments such as CID, TSU, SID, SCU; one year for SWAT.

Uniforms & Equipment

The Roswell Police Department will provide all initial issue uniform items. Sworn personnel will be issued a handgun (Glock 17 or 19) or the employee may wish to carry their personal firearm (in accordance with policy). Also available to each sworn member is an M4 patrol rifle, Remington 11-87 semi-automatic shotgun, X26 Taser, Pepperball launcher and a host of additional cutting-edge equipment to assist the officer in safely completing their duties. After 18 months the officer will receive \$800 annually for uniform allowance.

Probationary

All new officers/lateral transfers serve a 12 month probationary employment period. The probationary period is regarded as part of the applicant's examination process and will be utilized for purposes of employee evaluation, training, and adjustment to the demands of the profession. Applicants are required to satisfactorily complete the field training program.

CID Division

The Criminal Investigations Division (CID) is the investigative branch of the Roswell Police Department. Detectives investigate murders, armed robberies, aggravated assaults, rape, family violence, property and financial crimes. All CID Detectives receive extensive training in homicide investigations, arson investigation,

interview and interrogation, child sexual abuse investigations, white collar & cybercrime investigations. The Technical Services Unit is also under the control of CID and the CSI of the Roswell Police Department; collecting evidence, photographing evidence and reconstructing crime scenes.

SID Division

The Special Investigations Division (SID) investigates illegal drug crimes and monitors gang activity. Agents of this Unit are dedicated to pro-active strategies targeting street level dealers and users that negatively impact your neighborhood and deprive you of a feeling of safety and security. The Special Investigations Division works with local, state and federal law enforcement agencies in combating illegal narcotic distribution networks.

SCU Division

The Street Crimes Division (SCD) is a highly visible team. Members of this Division will help prevent crime by working with the community. The officers focus their efforts towards criminal apprehension as well as concentrating on specific crime trends in Roswell.

SWAT

The primary objective of the Roswell Police Department's SWAT Team is to solve problems efficiently and effectively, using whatever means are available, whatever force is reasonable and necessary, with minimal risk to all involved.





BENEFITS

Vacation Pay

1-60 months of service; 6.66 hours/month (80 hours/year), 61-180 months of service; 10.0 hours/month (120 hours/year), 181+ months of service; 13.33 hours/month (160 hours/year)

Sick Leave

Sick leave accrues at the rate of 8 hours per month with no maximum accruable number.

Military Leave

Fifteen (15) paid calendar days per year to fulfill military obligation.

Holiday

Eight paid holiday days plus one Personal Leave day/calendar year.

Work Schedule

Sworn personnel work a compressed workweek (4, 10-hour shifts.) Patrol Officers are required to work shifts, which are bid on according to seniority twice a year. Three shifts are available: Day shift: 0700-1700 hours; Swing shift: 1600-0200 hours; Midnight shift: 2100-0900 hours.

Health Insurance

Coverage is provided by various companies as indicated in the State of New Mexico, Risk Management guidelines.

Retirement

The City of Roswell is a member of the Public Employees Retirement Association (PERA). All city employees except full-time students and temporary employees must be a member of PERA as a condition of employment. Police personnel contribute 13.8% of their salary for retirement and the City contributes 22.5%. Police members may retire with 25 years of service at 75 percent.

Take-Home Cars

Officers who live within the city are permitted to take their car home, as well as, use them off-duty (with limited exceptions per policy). This privilege can be a cost savings to a department member in excess of \$500.00/month.

Police Salary

STEP 1 (Recruit)	\$16.72 hourly - \$34,784 annually
STEP 2	\$17.56 hourly - \$36,526 annually
STEP 3	\$18.43 hourly - \$38,353 annually
STEP 4	\$19.36 hourly - \$40,270 annually
STEP 5	\$20.32 hourly - \$42,483 annually
STEP 6	\$21.81 hourly - \$45,379 annually
STEP 6-2	\$23.30 hourly - \$48,479 annually
STEP 7	\$24.47 hourly - \$50,903 annually
STEP 8	\$25.69 hourly - \$53,448 annually

Lateral Salary

Lateral transfers will be paid according to years of service with a range of Step 2 - Step 5 on the Roswell Police pay scale.

1-2 years experience	Step 2
2-3 years experience	Step 3
4-5 years experience	Step 4
6+ years experience	Step 5

Longevity Pay

Full-time employees who complete three years of continuous service with the City receive longevity pay, which is calculated as \$5.00/month for each year of service.

Special Pay

The City of Roswell provides \$25.00/month for personnel required to be on-call. Detectives receive an additional \$50.00/month. Bilingual officers receive an additional \$50.00/month. Shift differential pay: swing shift officers receive \$0.75/hour extra, and midnight shift an extra \$1.00/hour.

Retention Pay

Sworn officers who have completed three (3), four (4), five (5), eight (8), ten (10), and fifteen (15) years of service with the department will receive a lump sum payment of \$1,000.00 during the month of december.

Educational Pay

Employees who possess an Associate's Degree earn an additional \$50/month and those who possess a Bachelors Degree earn an additional \$100/month



REQUIREMENTS

Prior to entering a basic Police Training Program at the New Mexico Law Enforcement Academy, you must demonstrate a minimum fitness level as measured by the following battery of four tests. These tests are based upon the New Mexico Law Enforcement Academy Standards. The minimum standards for the pre-employment physical fitness test will be equivalent to the appropriate age and gender category as noted in each testing procedure. In order to participate in these pre-employment testing procedures, you must submit the completed "Physical Fitness Release and Consent Form" with the application.

New Mexico Law Enforcement Academy Standards

	TO ENTER	TO EXIT
1.5 mile run	15:20	13:58
Push-ups	29	35
Sit-ups	31	37
300-meter	65.4 sec	58.9 sec



DISQUALIFICATIONS

Criminal History

An applicant cannot have been convicted of, pled guilty to, or entered a plea of nolo contendere (no contest) to **ANY** felony charge. An applicant must not have committed any misdemeanor violation within the last three (3) years. An applicant cannot have been convicted of domestic violence after January 1, 1996.

Driving History

An applicant cannot have been convicted (criminally or administratively) with the last three (3) years of driving while intoxicated. Applicants must possess a valid driver's license and out-of-state applicants must obtain a New Mexico driver's license within 30 days of being hired. An applicant must not have a noticeable pattern of traffic arrests, citations and or convictions within the last three (3) years.

Drug Usage

An applicant must not have used any illegal drug that would amount to a misdemeanor or felony crime if found in possession with the last three (3) years. An applicant must not have a noticeable pattern of illegal drug usage at any time in their background.

Employment History

An applicant must not have a history of recurring financial problems indicating an unwillingness to live within his/her financial means. An applicant must not have committed any act(s) in their background that would indicate a lack of personal integrity or morality.

Dishonesty

An applicant must not lie, mislead, or omit information or in any way be found dishonest during any portion of the application process! If you have been found to have been dishonest in any way, you will be removed from the process with a lifetime disqualifier.



LATERAL TRANSFER

Minimum Qualifications

In addition to the normal minimum qualifications for police officer, lateral entry applicants must possess a New Mexico P.O.S.T. certification or ability to complete a certification by waiver academy. Regardless of whether the applicant is a current officer or one who left policing in good standing, applicants must provide for a full and unconditional release of prior personnel records including disclosure of the existence and content of any sealed files.

Examination Process

Lateral applicants are encouraged to submit a resume with their application and will participate in a modified Roswell Police Department screening and testing process. The oral board phase for lateral applicants will focus on advanced skills and law enforcement issues previously faced.

Field Training

Lateral applicants will be allowed to accelerate through the field-training program as capable. The training time frame may be modified by the FTO Coordinator on a case-by-case basis.

