

GREELEY POLICE DEPARTMENT

General Order 305.00

Reviewed: 03/19

305.00 Personnel Recruitment

305.01 General Procedures:

- Although the Chief of Police must retain full accountability for the Department's role in the recruiting process. The coordination of the Department's responsibilities in the recruitment process are delegated to the Training & Personnel Sergeant.
- The Training & Personnel Sergeant and other departmental personnel utilized as recruiters shall be trained and knowledgeable in the essential areas of personnel recruitment.
- The Support Services Division of the Police Department and/or the Human Resources Department of the City of Greeley will provide training to employees involved in the formal recruitment process.
- All employees are encouraged to participate in the recruitment process through both formal and informal recruitment efforts. All employees will be appraised of current recruitment processes and ongoing personnel needs of the department.
- Any employee of the Greeley Police Department who recruits a police applicant who is then hired and successfully completes the FTO program will receive 10 hours of compensation time.

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Authorized by Mark Jones, Police Chief

Effective Date: March 20, 2019

Mark Jones

Signature

Date: March 20, 2019