

CHARLESTOWN POLICE DEPARTMENT

Charlestown, Rhode Island



2025 Police Officer Recruitment Booklet

(P.O.S.T. Certified Police Officers)

Application Process Open: February 10th, 2025

Colonel Michael J. Paliotta

Chief of Police

The Town of Charlestown is an equal opportunity employer

INTRODUCTION


The Charlestown Police Department is now accepting P.O.S.T. certified lateral applications for the position of Probationary Police Officer. The department currently consists of twenty-one (21) sworn Police Officers along with four (4) civilian Dispatchers and two (2) civilian administrative staff members. The department serves a diverse seaside community of approximately 8,000 year-round residents with a significant seasonal increase to approximately 24,000 residents, visitors, renters and campers in the summer months.

Applicants interested in being considered for a challenging and rewarding career with the Charlestown Police Department should carefully review the information in this booklet along with the instructions listed on our website www.charlestownpolice.org

The current application process will remain open until such time as the process is closed.

MINIMUM QUALIFICATIONS

All applicants for employment with the Charlestown Police Department must meet the following minimum requirements as well as all required application steps to be eligible to proceed through the recruitment process for the position of Police Officer. Failure to meet any of the outlined qualification standards will automatically disqualify a candidate from the current recruitment process.

P.O.S.T. Certified Lateral Applicant
Must be 21 years of age at time of application
Must possess and provide a valid motor vehicle license
Must be a U.S. Citizen with a valid Social Security card
Must be able to pass an extensive background check
Must be an active Rhode Island P.O.S.T. certified Police Officer OR 
Police Credentials to apply for a Rhode Island P.O.S.T. certification (Out of State P.O.S.T. Certification)
Must be able to successfully pass a psychological and a comprehensive medical examination.

In accordance with Federal Law and the U.S. Department of Agriculture Police, the Town of Charlestown is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, DC 20250-0410 or call 800-795-3272 (Voice) or 202-720-6382 (TDD).

P.O.S.T. CERTIFIED LATERAL TRANSFER RECRUITMENT TIMELINE

P.O.S.T. certified Police Officers applying as a lateral transfer will follow the below recruitment outline to be considered for employment as a Charlestown Police Officer. Applicants must meet one of the below criteria to apply as a lateral transfer.

- Be a current Rhode Island P.O.S.T. certified Police Officer.
- Be a recently retired / resigned Police Officer with the credentials to re-apply for Rhode Island P.O.S.T. certification.
- Be an out-of-state P.O.S.T. certified Police Officer with the credentials and certifications to apply for a Rhode Island P.O.S.T. certification.

PHASE 1 - EMPLOYMENT APPLICATION:

All applications for employment will be completed through the Charlestown Police Department website under the “Jobs” tab. Applicants must provide a reliable email address during the application process in order to stay properly informed of future recruitment timelines and details.

Application website: www.charlestownpolice.org/jobs

PHASE 2 – ORAL INTERVIEW:

Selected applicants that meet the P.O.S.T. certification criteria will be admitted to the oral interview process without needing to submit to the written examination or the physical agility test.

PHASE 3 – COMPREHENSIVE BACKGROUND INVESTIGATION:

Candidates from the eligibility list who may be offered a conditional and contingent offer of probationary employment for the position of Police Officer with the Charlestown Police Department must successfully pass a series of pre-employment requirements; attain a satisfactory-average score on the battery of psychological tests; submit to a full medical examination, which shall include medical history and a drug screen test as well as an extensive background investigation.

LATERAL OFFICER SALARY AND BENEFITS

(As of July 1st, 2024)

- Salary: (Less than 1-year full-time POST experience) - **\$69,050**
- Salary: (1 to 2 years full-time POST experience) - **\$76,549**
- Salary: (More than 2 years full-time POST experience) - **\$79,142**
- **\$3,000 hiring bonus after successful completion of one-year probation.**
- Longevity after 5 years. 2.5%, maximum longevity at 10 years (10%)
- Front loaded: 4 Vacation Days, 8 additional days after 1st year.
- Front loaded: 4 Personal Days. 4 additional days after 1st year.
- Front loaded: 4 Sick Days. 1.5 days per month accrued.
- Accumulated sick time payout upon retirement.
- Annual: \$1,500 uniform allowance; \$750 accreditation bonus; \$300 wellness incentive.
- 12 Paid Holidays.
- Excellent Blue Cross / Blue Shield Health Insurance and Healthcare after retirement.
- Dental Coverage.
- Ability to test for promotion after 3 years.
- Pension plan through the Rhode Island M.E.R.S. Retirement System.

The current active Charlestown Fraternal Order of Police contract is available on the following website:

www.municipalfinance.ri.gov/contracts

QUESTIONS AND CONTACTS

Applicants who have questions regarding the process outlined in this booklet can direct them to the below contact or find more information on our website: www.charlestownpolice.org

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