

GREELEY POLICE DEPARTMENT

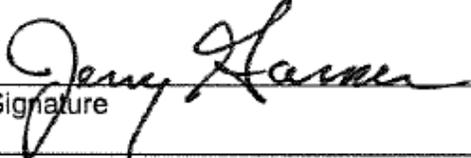
General Order 305.00

Reviewed: 05/15

**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, 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.
- Training shall be provided by the **Support** Services Division of the Police Department and the Human Resources Department of the City of Greeley to employees involved in the formal recruitment process and an overview will be provided to all departmental employees.
- All employees are encouraged to participate in the recruitment process through both formal and informal recruitment efforts. All employees will be apprised of current recruitment status.
- **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 Jerry Garner, Police Chief Effective Date: May <u>14</u> , 2015	
 Signature	Date: <u>5-14-15</u>