

Selection Process

STEP 1: Application:

The individual submits an application and is contacted via letter to confirm receipt of such.

STEP 2: Pre-Screening:

The application is reviewed by Command Staff personnel. Recommendations are made to the Chief of Police who culls unacceptable applications based on bona fide occupational qualifications.

STEP 3: Physical Fitness Test

Applicants are notified to attend pre-employment physical fitness testing in accordance with established Department requirements. Applicants who fail to meet the established minimum physical fitness requirements are eliminated from the selection process.

STEP 4: Formal Selection Board:

Applicants are notified to attend an initial interview before a board of five personnel. Interview questions are predetermined and approved by the Chief of Police. Recommendations are formulated and forwarded to the Chief of Police.

STEP 5: Background Investigation:

Upon successful completion of Step 4, a background investigation / interview is conducted by the Department for all remaining applicants.

STEP 6: Secondary Interview:

Applicants are interviewed by the Chief and Assistant Chief of Police.

STEP 7: Psychological Test:

Applicants who successfully complete the Background Investigation / Interview are required to take the psychological test. Results are reviewed by the Chief of Police and remaining applicants are scheduled for the final interview.

STEP 8: Final Interview:

The final interview shall be conducted by the Chief of Police and the Town Administrator. A conditional offer of employment may be made pending the applicant's successful completion of a drug test and physical examination.

STEP 9: Drug Test and Physical Exam:

Upon successful completion of both the drug test and physical exam, the applicant may be hired at the discretion of the Chief of Police.



Interested persons may download an application from our website, pick up an application at the police department or call to have one mailed. Employment opportunities are announced on our web site and other publications as needed. Applications are accepted at any time during normal business hours.

**111 MAIDEN LANE
LEXINGTON, SC 29072**

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FAX: 803 951-4643

E-MAIL

policedept@lexsc.com

WEB SITE

www.lexsc.com/police

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The Department is committed to the recruitment and hiring of qualified applicants with a high degree of motivation and character.



An Internationally and State
Accredited Agency



EMPLOYMENT



MISSION STATEMENT

*The men and women of the
Police Department
are dedicated to building
a strong Lexington.
Through the delivery of
exemplary service with a
focus on problem solving,
we are committed to
enhancing the quality of life
In our neighborhoods
by:*

*"Building a Partnership
with the community we serve"*

*The Lexington Police Department is an affirmative
action/equal opportunity employer. Men and
women of all races are encouraged to apply.*



About Lexington



Lexington is the county seat of Lexington County and is located 13 miles west of the Capital City, Columbia. Founded in the early 1800's, the Town retains much of its century-old

charm but with modern-day conveniences. With an estimated population of 20,000 and jurisdictional boundaries of approximately 14 square miles, Lexington is consistently recognized as one of the fastest growing municipalities in South Carolina.

Lexington County is considered to be the fastest growing area in South Carolina with the best school districts in the state. Lexington County is well known for its 45-mile long Lake Murray with more than 500 miles of shoreline and some of the best fishing in the country. Lexington County is home to campus Midlands Technical College, one of the largest Technical Colleges in the State, and within commuting distance to the University of South Carolina and it's internationally renowned Moore School of Business. Our dynamic economy boasts friendly people, excellent schools, theaters, parks, golfing and museums of South Carolina. This winning combination makes Lexington County the best place to live, work, play, and raise a family.



The Town of Lexington Police Department is charged with providing professional law enforcement duties within the Town. The Lexington Police Department relies upon the Lexington County Sheriff's Department for detention services and the Lexington County Central Communications Center for telecommunication services.

LEXINGTON

POLICE



The Police Department 4 Divisions

PATROL

Considered the "backbone" of any agency and most widely recognized by the public answering the day to day calls for service from the public.



SPECIAL OPERATIONS

Community Action Team (C.A.T.)
Emergency Services Team (EST)
Bike Patrol
School Resource Officer
Traffic Enforcement
Training Division
K9 Officer



CRIMINAL INVESTIGATIONS

Detectives
Vice/Narcotics
Victim Advocate



ADMINISTRATION

Chief and Assistant Chief of Police
Professional Standards
Records
Evidence
Crime Analysis

Minimum Qualifications Include

Must be at least 21 years old
High School Diploma or Equivalent
No Criminal Record
Valid South Carolina Drivers License
Ability to Pass Pre-Employment Fitness Test

Employment

Uncertified applicants shall successfully complete the Basic Law Enforcement Certification Course at the South Carolina Criminal Justice Academy prior to any enforcement duty assignments.

All certified officers are required to undergo up to 14 weeks of field training. The Field Training and Evaluation Program is designed to prepare an officer for solo assignment in the Department's Patrol Division.

Salary & Benefits Patrolman/Grade 12

2 Yr Degree	1.5% increase
4 Yr Degree or Certified or Bilingual	3% increase

Annual Holidays
Annual and Sick Leave
Take Home Car (Within 20 mile radius)
All Equipment Provided (vest, taser, rifle, uniforms, weapons)
Training Emphasis (150 hrs/year/officer avg.)
SC Police Officers Retirement Plan
SC Deferred Compensation* (401K, 457 plans).
Insurance* (Medical, Dental, Life, Disability and Long Term Care)
Money Plus
Credit Union Membership
Gold's Gym Membership
Wellness and Safety
Business Discounts
Compensation Policy** (3 years = Mid-Point)
Direct Deposit
Court Pay
Employee Appreciation Program

*Optional

**Based on Satisfactory Performance Evaluations.