



QUEENSLAND POLICE SERVICE

Human Resource Management Branch
Recruiting Section

*Aboriginal people & Torres Strait
Islander people*

***Traineeship
in the Justice
Entry
Program***

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If you have any questions or concerns after reading this brochure, please contact staff at POLICE RECRUITING on (07) 3364 8000.

INTRODUCTION

This information brochure has been designed to assist you to:

- understand the requirements of a Traineeship in the Justice Entry Program
- understand the selection process
- perform your best in the selection process

ABOUT THE JUSTICE ENTRY PROGRAM

The Justice Entry Program (Aboriginal People and Torres Strait Islander People) is a recruitment and career development strategy of the Queensland Police Service's Diversity Management Plan, which is targeted towards Aboriginal and Torres Strait Islander people.

Traineeships such as those offered as a part of the Justice Entry Program are authorized through the Department of Employment and Training. The Justice Entry Program will provide applicants with the necessary education qualifications for entry into the Police Recruit Operational Vocational Education (PROVE) Program as a police recruit. After successful completion of the PROVE Program recruits are then inducted into the QPS as a constable of police.

Purpose

Its purpose is to increase the employment opportunities for Aboriginal and Torres Strait Islander peoples.

Objectives

To provide: - higher academic achievement,
preparedness for entry to the PROVE program,
improved career opportunities and pathways,
increased recruitment levels,
improved retention rates, and
a supportive learning environment

Duration

Justice Entry Program is a six-month full time course, held at the Queensland Police Service Academies in Brisbane and Townville. The hours of the program run from Monday to Friday 8:00am to 4:30 pm daily (excluding public holidays).

Salary

Trainees will receive a salary equal to that of a police recruit. For existing employees of the QPS, ordinary salary or wages will be maintained for the duration of the traineeship. All trainees will be paid fortnightly.

Code of Dress and Appearance

Members of the Service must always maintain cleanliness and smartness of appearance and be conscious of the professional image they portray to the community. Therefore trainees are expected to comply strictly with the Code of Dress and Appearance. This code gives instructions relating to the dress standards in relation to dress, hair, beards and moustaches, cosmetics and jewellery.

Qualification

Justice Entry Program will provide trainees with the educational qualifications they need in order to apply to become a police recruit. Trainees who successfully undertake the program will attain a **Certificate IV in Justice (Aboriginal People and Torres Strait Islander People)**, which is an Australian National Training Authority, endorsed qualification.

Course Outline - Certificate IV in Justice (Aboriginal People and Torres Strait Islander People)

The following outlines the Units of Competency that trainees will be required to successfully complete to be eligible to receive a Certificate IV in Justice (Aboriginal People and Torres Strait Islander People). If you leave the program prior to completion of the Qualification you will be eligible to receive Statements of Attainment for units of competency successfully completed.

Code	Core Units	Nominal Hours
BSBCM108A	Develop keyboard skills	20
BSBCM213A	Produce simple word documents	30
RTD4906A	Develop work practices to accommodate cultural identity	40
BSBCM311A	Maintain workplace safety	30
BSBFLM403A	Manage effective workplace relationships	40
BSBCM405A	Analyse and present research information	40
BSBCM402A	Develop work priorities	40
JUS401A	Analyse criminal/civil justice systems	40
JUS402A	Communicate with clients on justice related issues	40
JUS403A	Prepare court documentation	40
AIJUS401A	Provide assistance to A&TSI people seeking access to justice system	40
CSCOFM005A	Protect the safety and welfare of A&TSI offenders	15

Code	Specific Units - Queensland Police Service	Nominal Hours
HLTFA301B	Apply First Aid Physical Fitness	
AIJUS403A	Develop personal health and fitness for professional responsibilities	50

Note: Competency Units not arranged in order of delivery

Recognition of Prior Learning

The Justice Entry Program recognises that by the QPS enhancing the competence of its members it is better able to meet its corporate goals of providing quality services to the community of Queensland. The Justice Entry Program acknowledges its responsibilities in relation to the provision of adequate resources to support quality training and development for all its clients and recognises the need to deploy these resources efficiently and to the greatest effect.

Many Justice Entry Program clients already have developed important job-related competencies through prior on-the-job experiences, formal training and other life experiences. The Justice Entry Program accepts that these competencies should be formally recognised through Recognition of Prior Learning procedures.

It is important to note the following information:

- **It is the responsibility of the trainee to provide all the required evidence that clearly demonstrates their competency.**
- **Application for Recognition of Prior Learning must be made within the first two weeks of commencement of the Justice Entry Program to allow sufficient time for processing of the application.**
- **Due to QPS organisational requirements, if a trainee is granted Recognition of Prior Learning for a unit of competency within the Certificate IV in Justice (Aboriginal People and Torres Strait Islander People) they will be required to attend scheduled classes and activities.**

For further information on the Recognition of Prior Learning policy and procedure contact the Justice Entry Program on (07) 3246 8289.

ABOUT THE SELECTION PROCESS

Applicants for the Traineeship must undergo a similar selection process to the police recruit selection process. The QPS forms part of the Queensland public sector, and is an Equal Employment Opportunity employer aiming to gain a workforce more representative of the wider community. Employees of the Public sector are bound by the principles of respect for the law and system of government, respect for people, integrity, diligence, and economy, equality and efficiency.

Successful completion of all or any part of the selection process does not guarantee selection or appointment as a trainee, as appointments are made on the basis of merit.

If you are unsuccessful in any part of the selection process you will be provided with feedback and appropriate developmental advice, to assist you in making a successful future application.

Stages of the Selection Process

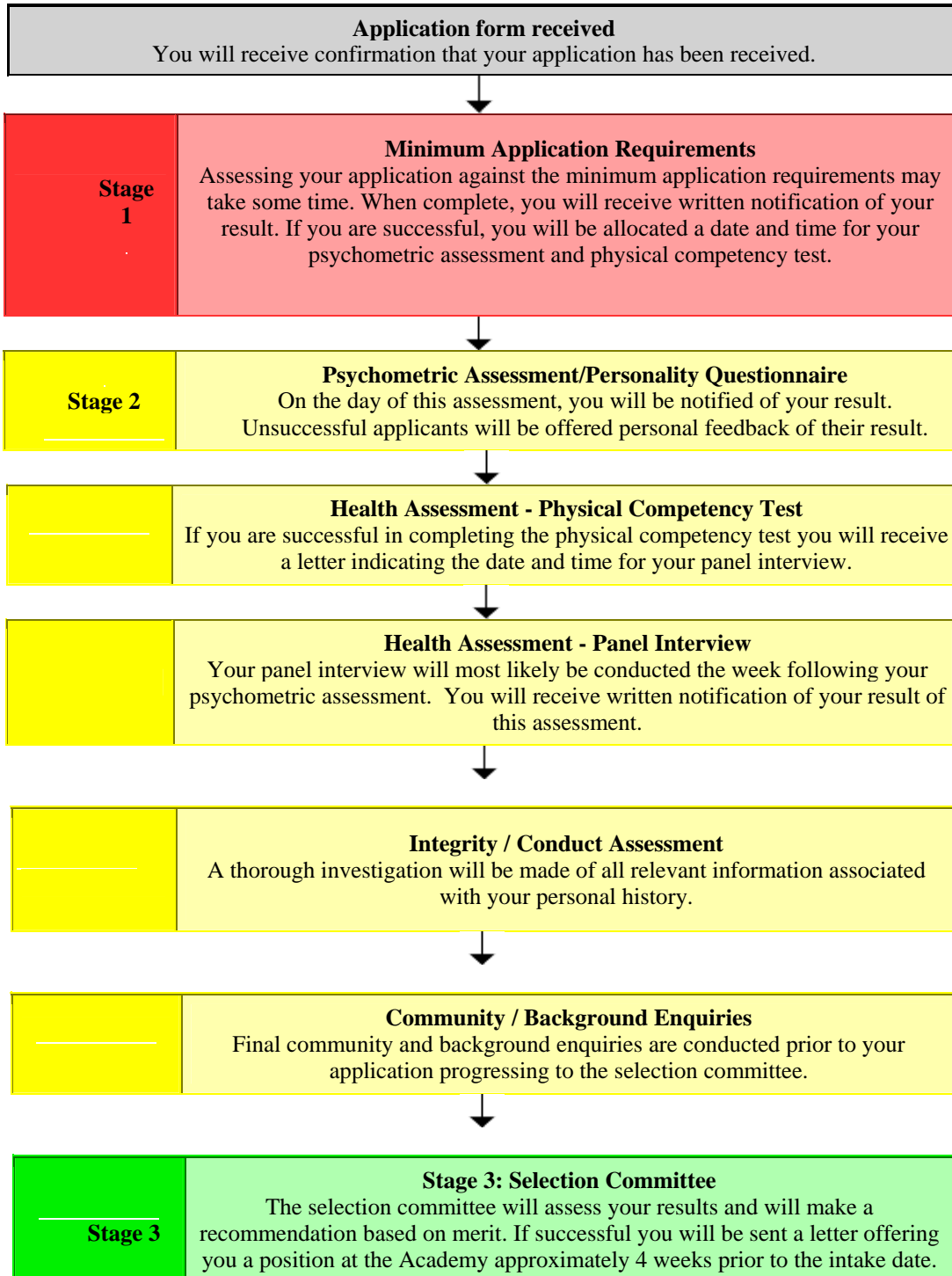
There are three stages of the trainee selection process. To be eligible for appointment to the QPS as a trainee, you must successfully satisfy the requirements of all three stages.

STAGE 1 – Minimum Application Requirements

STAGE 2 – Applicant Assessment

STAGE 3 - Selection Committee

The following diagram outlines the entire selection process and what is involved in each stage. This is a guide to how applications will be processed by the QPS.



Stage 1 – Minimum Application Requirements

You must satisfy the following minimum application requirements to be eligible to submit a traineeship application form.

- Integrity/Conduct
- Residency
- Driver Licence
- Education/Employment Experience
- Health
- Aboriginality

Integrity/Conduct

The QPS is committed to being an employer of choice through the selection of people who display the attributes of integrity, fairness, equity, professionalism and accountability.

Police officers are granted powers and responsibilities that exceed those afforded to other citizens. However, in order to properly pursue these statutory functions police officers must have the confidence of the wider community. The systematic integrity screening of police recruit applicants is an important mechanism for the maintenance and advancement of the organisational integrity of the QPS.

The QPS requires that persons applying to be appointed as a trainee and police recruit meet very high standards with regard to their past behaviour and conduct. In selecting people to join the QPS, applicants will undergo a rigorous selection process that includes self-disclosure of 'relevant information'. Each applicant must complete all questions relating to 'relevant information' as they appear on the application forms. The QPS will then undertake integrity checking of trainee and police recruit applicants. Applicants must also notify the Recruiting Section of any additional relevant information that may have occurred since completing the Traineeship application form.

Example of 'relevant information'

If you have been questioned, charged or cautioned as the result of an offence as an adult or juvenile, you are required to disclose this on your application form. This includes instances where no conviction was recorded. You must also include Spent Convictions under the Criminal Law (Rehabilitation of Offenders) Act 1986 by virtue of section 5AA 4 of the Police Service Administration Act 1990. Failing to disclose all 'relevant information' may be interpreted as being dishonest and providing false or misleading information would result in a determination that you are unsuitable for employment by the Service.

For full information relating to the disclosure of 'relevant information' please contact POLICE RECRUITING on (07) 3364 8000 or visit our website at www.policerecruit.com.au

Residency

You must have permanent residency status in Australia or have New Zealand citizenship; and provide a copy of your Birth Certificate with your application.

Driving requirements:-

Current Australian open driver licence to operate a motor car; **or** Current Australian provisional driver licence with one (1) years driving experience and successful completion of Defensive Driving Course TLIC107C. This course must be delivered by a Registered Training Organisation (RTO) which is recognised by the Queensland Police Service. Please go to www.policerecruit.com.au for further information on licence requirements.

Provide a photocopy of your current driver licence when submitting your application.

Education/employment experience

All traineeship applicants must have either completed: -

- year 12 school education with at least one or two years of employment experience; or
- year 10 education with extensive employment and life-related skills which demonstrate potential to succeed as a police officer.

Health

You must be medically and physically able to perform the duties of a police officer. Any medical condition which could suddenly and unexpectedly cause a person to be unable to carry out the duties of a police officer, or would prevent a person from performing all those duties, make that person unsuitable for appointment as a trainee. Prior to submitting your application to join the Queensland Police Service (QPS), you are required to contact a Pre Employment Medical Service (PEMS) provider recognised by the Queensland Police Service, to undertake a complete medical examination. Please go to www.policerecruit.com.au for a list of PEMS providers.

Confirmation of Aboriginality

Applicants will need to provide documentary evidence of Aboriginality from an officially recognised Aboriginal or Torres Strait Islander authority. Applicants cannot be appointed as a trainee without proof of Aboriginality. A form is provided in the Traineeship application package and must be signed by an authorised person.

For further information please contact Ms Rita Mills, Indigenous Career and Development Coordinator at Equity and Diversity Unit on (07) 3364 3099.

Stage 2 – Applicant Assessment

Applicants who fully satisfy the minimum application requirements of Stage 1 are invited to undertake an applicant assessment which consists of the following steps:

- Psychometric Assessment/ Personality Questionnaire
- Physical Competency Test
- Panel Interview
- Integrity/Conduct Assessment
- Community/Background enquiries

Psychometric Assessment

Psychological characteristics

The QPS recognises the following 42 psychological characteristics as those desirable for general duties policing:

Personality	Ability	Skills
<ul style="list-style-type: none"> • trustworthiness • self-esteem • moral judgement • internal locus of control • orderliness • empathy • sensitivity • integrity • tolerance • agreeableness • responsibility • conformity • self-control • cooperativeness • flexibility • sociability • objectivity • conscientiousness • assertiveness 	<ul style="list-style-type: none"> • vocabulary • spelling • perception • abstract reasoning • inductive reasoning • deductive reasoning • observation skills • decision-making skills • memory • manual dexterity • finger dexterity • speed and accuracy • mechanical ability • clerical ability • writing ability • motor skills • spatial relations • reading comprehension • listening comprehension • judgement 	<ul style="list-style-type: none"> • Interpersonal skills • Communication skills • Conflict resolution skills

The psychometric assessment consists of four measures. Together these tests provide an indication of your general mental ability, personality and literacy. You will be given clear instructions on how to complete each test within this assessment.

1 x Cognitive Ability Test – Timed

Cognitive ability is a measure of general mental ability (or intelligence). It provides an indication of a person's ability to solve problems, reason, plan, organise and grasp complex problems. The Queensland Police Service's cognitive ability test indicates measures of the three core abilities: verbal, numerical and abstract reasoning.

2 x Personality Questionnaires - Untimed

These questionnaires are designed to provide a picture of the characteristics that influence your thoughts and behaviours. One of the questionnaires provides a profile of how you rate on a number of personality dimensions, including the police related dimensions: conscientiousness, emotional stability, warmth, integrity and conformity. The other questionnaire is a detailed measure which is related to emotional stability and will indicate your ability to cope under highly stressful situations.

1 x Literacy Indicator – Timed

You will be asked to write a 200 - 300 word response to a standard interview question. Your response will indicate if you have the necessary literacy skill required for a police officer.

If you are unsuccessful, you will have the opportunity to receive feedback regarding your results.

These tests will determine your suitability for general duties policing and are carried out at Police Headquarters, Brisbane or at the North Queensland Police Service Academy, Townsville.

Reliability and validity studies have shown that the intellectual abilities measured by each of the tests are job relevant for policing, regardless of gender or race. Effective policing relies heavily on a good command of English language skills. If you are an applicant with a non-English speaking background, and you have difficulty in interpreting the English language, you may be asked to undertake the International Second Language Proficiency Ratings Scale (ISLPR) assessment during the selection process.

As the ability tests and personality questions take approximately five hours to complete, you should ensure you are well rested and mentally fresh on the appointed assessment day.

Test Administration

You will be given clear instructions on how to do each stage of the assessment. You must listen carefully to the instructions given by the test administrator. If you do not understand an instruction, raise your hand and the administrator, or assistant will come to you.

All ability tests have time limits. You should work carefully but do not delay on any particular question as the more questions you answer correctly - the higher you will score.

The tests are marked by computer, so it is important that you complete the answer sheets clearly and correctly.

You will also need to complete the boxes on the answer sheet for each test identifying your gender: (M or F), that you are a recruit applicant: (R), the test date and your age.

Health Assessment

The health assessment is conducted to determine if an applicant has the capacity to complete the physical skills component of recruit training and safely undertake the requirements of operational police duties. The health assessment provides for differences amongst applicants and allows applicants to be assessed individually within the process.

The health screening process consists of:

- a complete medical examination by a **Pre-Employment Medical Service (PEMS)** provider;

and

- a physical competency test

Health screening provides for differences amongst applicants and considers all medical, physical, and psychological issues. The screening allows you to be assessed individually within the process.

Medical examination - To assist the PEMS provider to conduct the necessary medical examination, you must complete a health assessment medical questionnaire. The questions directly relate to the operational duties of a police officer.

You must also complete a Declaration and Waiver on the form certifying that the information is true and correct.

There is no blanket ban on any particular medical condition, physical disability or impairment. Each case is considered on its particular circumstances. You are medically examined and assessed on an individual basis by the PEMS provider and where necessary, advice from relevant medical specialists may be sought before a final assessment is made as to your ability to undertake operational duties as a police officer.

Physical competency test - To meet the essential physical activities of operational policing, you need to demonstrate a reasonable degree of aerobic fitness to perform duties involving **periods of intense and strenuous physical exertion**. Therefore you are required to pass a physical competency test, involving a Beep Test (also known as a shuttle run) to demonstrate you have a reasonable degree of aerobic fitness to successfully complete the physical training program associated with the recruit training program.

The Physical Competency Test – BEEP Test is performed on a non slip surface between two markers placed 20 meters apart. Applicants are required to run between the markers in time with an audio track played by PCT officers. Beginning at Level 1, applicants must progress through each level and the required number of laps to the minimum level required for their age and gender.

Fitness preparation and training programs will be offered by appointed PCYC's throughout Queensland. These PCYC's who will be able to offer training preparation, will also be able to conduct PCT assessments on behalf of the Academy.

BEEP TEST

Age/Gender	Required Level				
	A	B	C	D	E
U30 Male	$\geq 9/4$	9/3 - 8/6	8/5 - 7/8	7/7 - 7/4	$\leq 7/3$
30-39 Male	$\geq 8/5$	8/4 - 7/10	7/9 - 7/1	6/10 - 6/7	$\leq 6/6$
40+ Male	$\geq 7/7$	7/6 - 7/1	6/9 - 6/3	6/2 - 5/9	$\leq 5/8$
U30 Female	$\geq 7/5$	7/4 - 6/10	6/9 - 6/3	6/2 - 5/9	$\leq 5/8$
30-39 Female	$\geq 7/1$	6/10 - 6/5	6/4 - 5/6	5/5 - 5/3	$\leq 5/2$
40+ Female	$\geq 6/5$	6/4 - 5/7	5/6 - 5/1	4/9 - 4/7	$\leq 4/6$

Level	Laps
1	7
2	8
3	8
4	9
5	9

Level	Laps
6	10
7	10
8	11
9	11
10	11

Level	Laps
11	12
12	12
13	13
14	13

Level A: The applicant has superior fitness and should have no difficulty in completing fitness assessments at the Academy.

Level B: The applicant has a good fitness level and should have little difficulty in completing fitness assessments at the Academy.

Level C: (Minimum entry level) The applicant has average fitness and should be able to achieve the fitness assessments at the Academy with some or minimal assistance.

Level D: The applicant has below average fitness and while an application may be submitted once an applicant has reached this level, appointment to an Academy is conditional upon attaining Level C or higher.

Level E: The applicant has poor fitness level and an application should not be submitted until a higher level of fitness is attained.

On the day of your test you are required to present photographic identification.

You must also present a copy of the Certificate of Fitness/Indemnity form completed by the Pre Employment Medical Service (PEMS) provider after undertaking your full medical assessment and prior to submitting your application. The certificate confirms that you are physically fit to perform this test.

Panel Interview

The panel interview is an important part of the selection process. The interview panel comprises of a police officer and a representative of the Aboriginal and Torres Strait Islander community. A clinical psychologist may also be present to assist in the evaluation of applicants.

The interview is structured and all applicants are asked the same series of pre-determined questions based upon the selection criteria contained in the position description to ensure a consistent form of assessment. The interview provides trainee applicants with an opportunity to demonstrate their merit against each criterion, and to demonstrate their level of life experience, employment skills, community involvement, communication and interpersonal skills, and overall personal suitability to undertake the Traineeship and the duties of an operational police officer.

The panel interview has been designed to assess applicants' suitability against 5 of the 7 **General Duties Police Officer Position Description selection criteria** that are used to determine suitability for general duties policing. The other 2 criteria are not included in the panel interview as they are assessed using other assessment measures such as medical examinations and referee reports.

The selection criteria which are assessed during the interview and an explanatory note for each criteria are listed below.

ESSENTIAL SELECTION CRITERION

ESC1 Demonstrated high level of personal integrity, emotional stability and professionalism.

Explanatory Note

There is an expectation that police will undertake their duties in a professional and ethical manner, and with the integrity required to ensure the public's confidence in its police service. It is therefore essential that officers individually possess, maintain and develop ongoing personal performance standards and competence; manage personal work priorities; assist and support other personnel; and maintain physical and emotional health.

KEY SELECTION CRITERIA

KSC1 Ability and willingness to acquire sound knowledge of laws, regulations, policies and procedures relating to the duties of a police constable.

Explanatory Note

Police are required to serve the community by undertaking operational patrols, responding to situations to enforce laws and/or maintain public order, exercise police powers, investigate incidents or offences, and prepare and present evidence in a judicial or quasi-judicial setting. They must possess a sound knowledge of laws, regulations, policies and procedures. This is to enable them to competently assess and preserve crime/incident scenes, conduct and assist in investigations and exercise police powers such as searching of persons, property and vehicles, dealing with suspects and victims of crime and arresting persons.

KSC2 Ability to maintain effective working relationships with colleagues and members of the broader community, and respond to direction and instructions when necessary.

Explanatory Note

Police are required to participate in teamwork and contribute to team morale. They need to be responsive to direction and instruction, particularly during operational emergency situations. They are required to provide the public with service and support and respond to various types of clients in a fair and equitable manner. They require the ability to assess situations and to take into account the needs and characteristic of factors such as age, gender, racial, cultural and social background and to use conflict resolution and negotiation skills to address issues/incidents.

KSC3 Demonstrated reasoning and analytical ability required to research problems thoroughly, make decisions and carry out complex tasks to completion.

Explanatory Note

In providing the public with service and support, police require analytical and problem-solving skills to enable them to evaluate situations, to assess behaviours of people and determine and/or implement appropriate reaction/response strategies. They must utilise problem-solving techniques to observe, assess and classify human behaviour in terms of custodial risks, to protect persons from harm or further casualty and to deal with uncooperative/aggressive people.

KSC6 Demonstrated effective oral and written communication skills and ability to negotiate and resolve conflict under different situations.

Explanatory Note

Police must have a sufficient degree of oral and written communication skills to give evidence, gather and record information from the community, take and compile statements, conduct interviews and exchange information with others. Police also provide the public with service and support, therefore they require a sufficient degree of communication skills to enable them to liaise and negotiate with, and respond to various types of clients in a fair and equitable manner. They require the ability to assess situations and adopt communication strategies tailored to the identified audience, giving consideration to social, cultural, gender and age issues; as well as utilising conflict resolution and negotiation skills to address issues/incidents.

(Key Selection Criteria 4 and 5 are not assessed during the panel interview.)

Interview Helpful Hints

It is suggested that at the interview you should:

- provide specific examples which demonstrate **what skills and abilities you have and how they satisfy each of the selection criteria**;
- be straightforward and honest;
- volunteer or present information/documentation to support your case;
- present themselves in a positive manner;
- listen carefully,
- ask for clarification where necessary/ or for the question to be repeated;
- keep to the point and avoid the temptation to over-elaborate.

Applicants will be provided with the essential and key selection criteria, explanatory notes and specific panel interview questions 40 minutes before the panel interview. Applicants will then have 40 minutes to peruse the questions and to think about how they will respond to each question. Applicants may make notes on the questions and refer to the notes during the interview.

A time of 45-60 minutes is scheduled for each interview. Applicants should therefore plan their responses and comments so that adequate time is allowed for all questions to be addressed in the allocated time. At the conclusion of the interview applicants will be given the opportunity to provide additional information.

Fingerprints

On the day of the interview applicants will have their fingerprints taken, to be recorded and checked against computer data base records.

Integrity/conduct assessment

At this stage of the selection process the QPS will undertake a thorough examination of all integrity issues. It is the applicants' responsibility to advise the QPS of any additional matters relating to **'relevant information'** that have occurred since completing the original 'Suitability of Assessment Form'. For full information relating to 'relevant information' please contact QPS personnel on (07) 3364 8000 or visit our web site at www.policerecruit.com.au

Community/background enquiries

As part of the traineeship selection process, a wide range of community background enquiries are undertaken. Community background enquiries, including reports from your referees and police referees, current and former employers, and residence checks are conducted to assist in determining your suitability to perform general duties policing and to assess your level of integrity, character and conduct for appointment as a police recruit.

You are required to complete an authority form which provides your consent and authority to undertake background enquiries and for the release and delivery of such information to the QPS.

The comments or information received during community background enquiries will be treated confidentially by the QPS (unless the person expressly authorises the release of the comments or information to you) as the comments and information are provided to the QPS on a confidential basis for the express purpose of assessing your merit for appointment as a police recruit.

In circumstances where adverse comments or information is provided and the comments or information will likely exclude you from appointment as a police recruit, procedural fairness ensures that you will be informed of the substance, basis or essential elements of the adverse comments or information to give you an opportunity to answer or respond to it before any decision is made.

The selection of the right people as police officers is especially critical to maintain community confidence in the integrity of the Service. Bearing in mind the very high expectations the community places in its police service, it is necessary to ensure your suitability to perform police duties, and that your integrity, character and conduct is of a very high standard.

Stage 3 – Selection Committee

Successful completion of any stage of the selection process does not guarantee that an applicant will be selected as a trainee.

A Selection Committee considers all applicants and makes recommendations to the Chief Superintendent, Human Resources Development Branch, for appointment as trainees based on the comparative merit of each applicant.

The Selection Committee assesses how well each applicant has met the selection criteria identified in the General Duties Police Officer Position Description when making a recommendation for appointment as a trainee on the basis of merit. The assessment measures used by the Selection Committee for all selection criteria are outlined below:

ESSENTIAL SELECTION CRITERION 1

Demonstrated high level of personal integrity, emotional stability and professionalism.

Integrity screening

It is expected that you will have the highest level of integrity, exemplary character and conduct. Persons convicted or found guilty of criminal, or other serious charges that indicate a serious disregard of the law, property rights and/or individuals' rights, are permanently excluded from consideration for appointment.

Persons with an extensive traffic history and/or offences for driving with a blood alcohol concentration may be permanently excluded from appointment, or be excluded until they have a traffic offence free history for a number of years.

Persons who knowingly fail to disclose relevant information on their application and/or in their medical health assessment, may be permanently excluded from consideration for appointment.

Assessment includes checking the following police records:

- Driver licence(s)/traffic history
- Firearms (licences/prohibition/adverse history)
- Criminal history
- Orders (restraining, domestic violence)
- Missing persons
- Drugs
- Persons wanted for questioning and/or under investigation
- Aliases.

Psychometric testing

Personality Questionnaire

Referee and employer reports

Obtained from previous employers and members of the community, particularly in relation to your character and past conduct.

Interview

Structured panel interview conducted by a senior police officer (convenor) and a representative of the community.

KEY SELECTION CRITERION 1

Ability and willingness to acquire sound knowledge of laws, regulations, policies and procedures relating to the duties of a police constable.

Education

Type and level of education attained – refer to education requirements as outlined in the PROVE information brochure.

Employment experience can include voluntary or unpaid work performed on a regular basis (e.g. caring for family, disabled or elderly people). Recent substantial police experience in a state/territory police service may also be assessed as meeting the minimum criteria.

Tertiary studies in a range of undergraduate degree courses are favourably considered. Such degree courses include sociology, psychology, law, commerce, economics, management and business, and criminology/justice studies.

Psychometric tests

Non-verbal Reasoning

Verbal Reasoning

Referee and employer reports

Obtained from previous employers and members of the community.

Interview

Structured panel interview conducted by a senior police officer (convenor) and a representative of the community.

KEY SELECTION CRITERION 2

Ability to maintain effective working relationships with colleagues and members of the broader community, respond to direction and instructions when necessary.

Psychometric tests

Personality Questionnaire

Referee and employer reports

Obtained from previous employers and members of the community.

Structured panel interview conducted by a senior police officer (convenor) and a representative of the community.

KEY SELECTION CRITERION 3

Demonstrated reasoning and analytical ability required to research problems thoroughly, make decisions and carry out complex tasks to completion.

Education

As outlined in Key Selection Criterion 1.

Psychometric tests

Non-verbal Reasoning

Verbal Reasoning

Speed and Accuracy

Referee and employer reports

Obtained from previous employers and members of the community.

Interview

Structured panel interview conducted by a senior police officer (convenor) and a representative of the community.

KEY SELECTION CRITERION 4

Mental and physical ability to perform operational activities effectively under unpredictable, emotional and sometimes extended and dangerous conditions.

Medical examination

Completion of a Health Assessment medical questionnaire.
PEMS medical examination.

Physical Competency Test

Beep Test conducted at the QPSA in Brisbane or Townsville and appointed PCYC's throughout Queensland - to demonstrate a reasonable degree of aerobic fitness, relative to age and gender.

Swimming proficiency

Prior to, or during recruit training you will be required to demonstrate a swimming proficiency involving a supervised 100m clothed and un-timed swim of any stroke.

Senior First Aid Certificate

Possession of a current Senior First Aid Certificate is required prior to appointment as a police recruit.

Psychometric tests

Personality Questionnaire
Non-verbal Reasoning
Verbal Reasoning

Referee and employer reports

Obtained from previous employers and members of the community.

KEY SELECTION CRITERION 5

Ability to use operational equipment in a safe and effective manner.

Driver Licence

Current Australian Open driver licence to operate a motor car (manual or automatic); or
Current Australian Provisional driver licence, with one years driving experience and successful completion of 'Defensive Driver Training Course' TLIC107C, to operate a motor car (manual or automatic). This course must be delivered by a Registered Training Organisation (RTO) which is recognised by the Queensland Police Service.

(There is a need to meet particular medical and health standards to drive commercial vehicles (Unconditional Licence) - which includes a police vehicle.)

Traffic history

Persons with an extensive traffic history and/or offences for driving with a blood alcohol concentration may be permanently excluded from appointment, or excluded until they have a traffic offence free history for a number of years.

Referee and employer reports

Obtained from previous employers and members of the community.

KEY SELECTION CRITERION 6

Demonstrated effective oral and written communication skills and ability to negotiate and resolve conflict under different situations.

Education

As outlined in Key Selection Criterion 1.

Psychometric tests

Personality Questionnaire

Non-verbal Reasoning

Verbal Reasoning

Referee and employer reports

Obtained from previous employers and members of the community.

Interview

Structured panel interview conducted by a senior police officer (convenor) and a representative of the community.

Notification of Appointment

Successful applicants will be notified of their appointment as a trainee in writing approximately one month prior to the commencement of the Traineeship program in Brisbane or Townsville.

Advice to Unsuccessful Applicants

Unsuccessful applicants will be notified in writing as soon as possible after selections have been made. Applicants are encouraged to obtain initial feedback from staff concerning their application.

Additional assistance with regards to your preparation and feedback can be provided to you by Ms Rita Mills, Indigenous Career and Development Coordinator, Equity and Diversity Unit on (07) 3364 3099 or Sergeant Helen Cogan from the Justice Entry Program on (07) 3246 8353.



1 300 BE A COP
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