# CITY OF CRYSTAL LAKE
## Invites applications for the position of:
# Police Officer – Lateral Entry

The Crystal Lake Police Department is currently accepting applications for the position of Police Officer. Testing is being conducted to fill full-time current Police Officer vacancies and to establish a Lateral Entry Eligibility List for future available positions. **This is an ongoing job posting, there is no application deadline at this time.**

Additional information and the employment application is available at:
https://www.governmentjobs.com/careers/crystallake/jobs/4326285/police-officer-lateral-entry?pagetype=jobOpportunitiesJobs

**Salary Range effective May 1, 2024: $75,088 - $115,689**

**The Collective Bargaining Agreement allows for the City to determine the pay rate for newly hired Officers.**

| Step | Hourly | Annual |
|---|---|---|
| 1 | $36.10 | $75,088.00 |
| 2 | $38.19 | $79,435.20 |
| 3 | $40.33 | $83,886.40 |
| 4 | $42.42 | $88,233.60 |
| 5 | $44.51 | $92,580.80 |
| 6 | $46.63 | $96,990.40 |
| 7 | $55.62 | $115,689.60 |

You must meet the following minimum qualifications and requirements at the time of application:

- No Felony Convictions
- High School Diploma or Equivalent
- Valid Driver's License
- The applicant must be a current, full-time sworn Illinois municipal police officer, Illinois state trooper, Illinois County sheriff's deputy, or Illinois Conservation police officer who possesses a State of Illinois law enforcement officer certification by the Illinois Law Enforcement Training and Standards Board, or a Federal Agent who has possessed a State of Illinois law enforcement officer certification by the Illinois Law Enforcement Training and Standards Board or has the ability to be qualified to be certified (by full-academy waiver) by the Illinois Law Enforcement Training and Standards Board. (Part-time certification as a law enforcement officer, corrections officer certification, military law enforcement training, or any type of law enforcement officer other than that specified above does not meet this requirement.)
- The City of Crystal Lake accepts out-of-state applicants to our team who hold valid certification from another state as a police officer who meet the minimum requirements and qualifications. Once a

conditional job offer has been made, the police department Training Coordinator will apply for a waiver from the Illinois Law Enforcement Training and Standards Board under the reciprocity process. A law review course, firearms proficiency course, and state equivalency examination must be completed upon employment.

- Must be certified or have the ability to be certified by Illinois Law Enforcement Training and Standards Board.
- Current status as a Police Officer or Federal Agent, as outlined above, and currently in good standing in the Police Department or Federal Agency in which the person actively serves or is in laid-off status due to financial restraints only.
- Must possess substantially equivalent skills and ability as a current City of Crystal Lake Police Officer who has completed the probationary period, as determined by the City.
- Applicant must be 21 years of age but must not have reached his or her 65th birthday.
- Meet Visual Acuity Standard of correctable to 20/20 and shall not be color blind.
- Must be of good moral character, of temperate habits, of sound health, and must be physically able to perform the essential job functions of the position of Police Officer.
- Must speak and understand English language sufficient to discharge the duties of Police Officer for the City of Crystal Lake.
- Residency within 40 nautical miles of the Municipal Complex upon completion of probationary period.
- Completion and submission of an online application and all required documentation (see attached checklist).

All portions of the testing process are mandatory. Failure to attend and complete any portion of the process will result in elimination from employment consideration. Each phase of the process is pass/fail and required to proceed to the next. A candidate who fails any phase of the process will be disqualified and considered ineligible for hire.

The Crystal Lake Police Department accepts for employment and promotes its employees without regard to perceived or actual race, color, religion, sex, national origin, sexual orientation, age, marital status, military status, order of protection status, physical or mental handicap unrelated to ability to perform the essential job functions or any other status or class protected by federal, state, or local law.

The Crystal Lake Police Department bases its hiring practices and promotions on merit, experience, education and other qualifications applied to all applicants and in accordance with the principles of equal employment opportunity and as required by any other applicable federal, state, or local law. The Crystal Lake Police Department complies with the American with Disabilities Act (ADA). Persons needing accommodations in the recruitment process should notify the City of Crystal Lake Human Resources Department in advance.

All information contained in or connected with this application will be considered personal and confidential to the extent possible or permitted by law and used only in conjunction with your possible employment by the Crystal Lake Police Department. Please furnish us with complete information as outlined in this application.

**Any questions concerning the employment process should be directed to:**

Julie Meyer, Director of Human Resources
City of Crystal Lake
jmeyer@crystallake.org
(815) 356-3653

**Selection Process:**

Each phase of the process is pass/fail and required to proceed to the next. Candidates who submit a complete application and meet the minimum qualifications may be invited to participate in an on-site interview. Participation in our process will take place as vacancies occur. Applicants may be invited to participate in and successfully advance through the following steps:

- Oral Interview with representatives of the Police and Human Resources Department
- Preliminary Character and background investigation
- Polygraph Examination
- Detailed Character and Background Investigation
- Post-offer examinations including but not limited to psychological evaluation, medical examination, vision screening and drug screening.
- All appointments are subject to a probationary period.

**THE CITY OF CRYSTAL LAKE IS AN EQUAL OPPORTUNITY EMPLOYER**

# CITY OF CRYSTAL LAKE POLICE DEPARTMENT

**City of Crystal Lake**
**An Equal Opportunity Employer**
100 W. Woodstock Street
Crystal Lake, IL 60014
Phone: 815.459.2020
www.crystallake.org


# LATERAL ENTRY POLICE OFFICER
# INFORMATION PACKET

The City of Crystal Lake Police Department is the largest municipal department in McHenry County covering 18 square miles and serving 40,743 residents. The Department is comprised of 70 sworn officers and 16 civilian employees who strive on a daily basis to provide professional, courteous and uncompromised service to the community. The Department receives outstanding support from the community, city council, and the McHenry County States Attorney's office. This support, coupled with a professional command staff, helps create a positive work environment that allows for a successful and rewarding career in Law Enforcement.

The Department is a CALEA (Commission on Accreditation for Law Enforcement Agencies, Inc.) accredited agency and is committed to providing the highest level of police services to the people who visit, live, and work in the City of Crystal Lake.

The following specialty positions are included within the Department. These assignments rotate after a set number of years to allow opportunities for others to be assigned:

- Detective
- McHenry County Major Investigative Assistance Team Detectives (MIAT)
- Community Relations Officer
- Targeted Response Unit Officers
- DEA Task Force Officer
- School Resource Officers
- NIPAS Swat Officers
- NIPAS Field Force Officer
- NIPAS Bike Response Officer
- ILEAS Field Force Officer
- K9 Officer

All required equipment and uniforms are provided to a new officer, including a department issued weapon and ballistic vest.

**ANNUAL SALARY SCHEDULE**

Effective May 1, 2024

| Step | Hourly | Annual |
|---|---|---|
| 1 | $36.10 | $75,088.00 |
| 2 | $38.19 | $79,435.20 |
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**Benefits Summary – Sworn Police Personnel – MAP Bargaining Unit Members**

This benefits summary is intended to provide general information regarding benefits and is not meant to be all-inclusive. This summary does not create expressed or implied benefits that a candidate for employment with the City of Crystal Lake would be entitled to if hired. Appointments are subject to a probationary period per the MAP collective bargaining agreement. The City has the right to change or modify any of the benefits contained in this summary as it deems appropriate. In the event of a conflict between what is contained in this summary and what benefits, including employee contributions, are currently offered, the current benefits and collective bargaining agreement shall control.

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**VACATION**

| Service | Hours per Year Earned on a Monthly Basis |
|---|---|
| Hire date through 5th year | 96 |
| After 5th year | 136 |
| After 9th year | 160 |
| After 12th year | 184 |
| After 16th year | 200 |
| After 20th year | 224 |

**COMPENSATORY TIME**

The City allows Compensatory time to be earned at a (1 ½) rate. Officers may accumulate up to 80 hours of compensatory time during a calendar year. Each fiscal year an employee may pay out of up to forty (40) hours of his or her accrued compensatory time.

**HOLIDAYS**

| | |
|---|---|
| New Year's Day | Veteran's Day |
| President's Day | Thanksgiving Day |
| Memorial Day | Day after Thanksgiving |
| Independence Day | Christmas Eve |
| Labor Day | Christmas Day |

**SICK LEAVE**

Sick leave accumulates at a rate of 8 hours per month to a maximum of 1,920 hours. Police Officers will be granted a sick leave accrual bank with 7 sick days (56 hours) on day one of employment.

**DEFERRED COMPENSATION**

Section 457 plans are available with MissionSquare (previously ICMA-RC) and VALIC. This is an IRS approved method of deferring federal and state income taxes until retirement. Taxes are paid at retirement or termination of employment when money is withdrawn. Participation is optional for the employee; the City does not match contributions.

**SECTION 125 PRE-TAX FLEXIBLE COMPENSATION PLAN**

Employee's medical and dental premium expenses are deducted from their paychecks on a pre-tax basis. This plan also allows for employees to set aside pre-tax dollars in health care and dependent care reimbursement accounts. This year's medical spending account maximum is $3,200. The Dependent Care FSA reimburses you for qualified dependent care expenses, such as day care, up to $5,000 annually (or $2,500 if married and filing separately.)

**LIFE INSURANCE – Provided by the City of Crystal Lake**

| | |
|---|---|
| Group Term Life Insurance | 1x annual base salary, rounded up to the nearest $1,000 |
| Accidental Death & Dismemberment | 1x annual base salary, rounded up to the nearest $1,000 |

**HEALTH INSURANCE – Effective on the first day of employment**

The City currently offers two PPO plans and one HMO plan, all with BlueCross BlueShield.

Bi-Weekly Rates (24 pay periods) effective July 1, 2024 – June 30, 2025

| Plan | Single | Single + 1 | Family |
|---|---|---|---|
| **PPO Standard Plan** | $10.30 | $39.64 | $82.36 |
| **PPO High Plan** | $30.83 | $84.98 | $150.30 |
| **HMO Plan** | $23.76 | $65.48 | $115.82 |

## HEALTH INSURANCE – Effective on the first day of employment

| BENEFIT | PPO HIGH PLAN | PPO STANDARD PLAN | Blue Advantage HMO Illinois |
|---|---|---|---|
| **Coinsurance** | | | |
| Network | 90% | 80% | 100% |
| Non-Network | 70% | 60% | N/A |
| **Deductible** | | | |
| Network | $600 Single/$900 Single+1/$1,200 Family | $1,200 Single/$1,800 Single+1/$2,400 Family | N/A |
| Non-Network | $1,400 Single/$2,800 Single + 1/$4,200 Family | $2,800 Single/$5,600 Single + 1/$8,400 Family | N/A |
| **Out of Pocket (Includes Deductible)** | | | |
| Network | $1,850 Single/$2,775 Single+1/$3,700 Family | $4,800 Single/$7,200 Single+1/$9,600 Family | $1,500 individual / $3,000 family |
| Non-Network | $3,500 Single/$7,000 Single+1/$10,500 Family | $9,600 Single/$14,400 Single+1/$19,200 Family | N/A |
| **Office Visit Copay** | N/A | N/A | $20 |
| **Prescription Drug** | | | |
| Retail (34-day supply) | $15 generic /$30 brand name formulary / $75 non-formulary / $150 specialty | $15 generic /$30 brand name formulary / $75 non-formulary / $150 specialty | $15 generic /$30 brand name formulary / $75 non-formulary / $150 specialty |
| Mail Order (90-day supply) | $30 generic / $60 brand name formulary / $150 non-formulary / $300 specialty | $30 generic / $60 brand name formulary / $150 non-formulary / $300 specialty | $30 generic / $60 brand name formulary / $150 non-formulary / $300 specialty |

## DENTAL INSURANCE – Effective on the first day of employment

Bi-Weekly Rates (24 pay periods) effective July 1, 2024 – June 30, 2025

| | Single | Single + 1 | Family |
|---|---|---|---|
| **Delta Dental** | $1.39 | $3.83 | $6.77 |

| Benefits | In-Network | Out of Network |
|---|---|---|
| **Deductible** | | |
| Individual | $50 | $50 |
| Family | $150 | $150 |
| Waived for Type A | Yes | Yes |
| Annual Maximum | $1,500 | $1,500 |
| | | |
| **Type A** | | |
| **Preventive Services** | Deductible waived, reimbursed at 100% | Deductible waived, reimbursed at 100% of usual and customary |
| Cleanings, fluoride treatment, exams, x-rays, sealants | | |
| **Type B*** | | |
| **Diagnostic/Basic Services** | Deductible applies, reimbursed at 80% | Deductible applies, reimbursed at 80% of usual and customary charges |
| Amalgam fillings, oral surgery, periodontics, endodontics | | |
| **Type C*** | | |
| **Major Services** | Deductible applies, reimbursed at 50% | Deductible applies, reimbursed at 50% of usual and customary charges |
| Cast restorations (inlays, inlays, crowns), partial/full dentures | | |
| repair of fixed partial dentures, bridgework, stainless steel crown | | |
| denture reline/repair, recementation of crowns, inlays, onlays, | | |
| bridges | | |
| | | |
| **Ineligible for these services for the first 12 months of coverage* | | |