



Williamsburg Police Department Selection Process Disqualifications

Minimum Qualifications

- Must be at least 21 years of age upon completion of the police academy and field training.
- Be a citizen of the United States of America and meet all qualifications listed in Code of Virginia 15.2-1705.
- Must possess a high school diploma or equivalent; College preferred.
- Must possess a valid Virginia Operator's License and an acceptable driving record. If out of state, must obtain a Virginia Operator's License within 30 days of hire.
- Undergo a thorough background investigation including fingerprint-based criminal history records inquires to both the Central Criminal Records Exchange and the Federal Bureau of Investigation.
- Must be a non-smoker and accept such as a condition of employment.
- Undergo a physical examination, subsequent to a conditional offer of employment, conducted under the supervision of a licensed physician. Vision correctable to 20/30 and no color blindness.
- Undergo a psychological screening and fit-for-duty assessment, conducted under the supervision of a licensed clinical psychologist.

Disqualifiers

Note: This is not intended to be an exhaustive listing of background disqualifiers.

General:

- Fails to keep an appointment in the selection process without notifying the Professional Services Bureau. The applicant will be allowed to enter the next selection process by resubmitting an application form.
- Omitting, intentionally withholding, or making false or misrepresenting statements on the application or background questionnaire. Such conduct will preclude the applicant from future hiring processes.
- Fails to be certified as physically and mentally fit to perform the duties of a Police Officer. If the condition of the applicant changes, applicant may reapply by resubmitting an application form.
- Applicants must have good credit history with no bankruptcy petition filed or pending within the last sixty (60) months. The Chief of Police may waive this requirement for extraordinary circumstances. Applicant may provide information regarding the circumstances of any bankruptcy or negative credit history, which will be considered by the Chief in reviewing the application. Waiver of this requirement shall be solely at the discretion of the Chief.
- Failing to remain current on any court ordered child support payments.
- Applicant must report ANY contact with law enforcement to their respective background investigator within 72 hours of contact. Failure to report contact will disqualify applicant from the hiring process.
- Unsatisfactory work history, performance or evaluations from previous employers.
- Active respondent on a Family Abuse Permanent Protective Order or Substantial Risk Order.

Criminal History:

- Conviction, plea of guilt, or no contest to:
 - A felony, or any offense that would be a felony, if committed in Virginia.
 - Any misdemeanor involving moral turpitude including but not limited to petit larceny under 18.2-96, or any offense involving moral turpitude that would be a misdemeanor if committed in Virginia.
 - Any misdemeanor sex offense in Virginia, another state, or the United States, including but not limited to sexual battery under 18.2-67.4 or consensual sexual intercourse with a minor 15 or older under clause (ii) of 18.2-371, or domestic assault under 18.2-57.2 or any offense that would be domestic assault under the laws of another state or United States.
 - Any Class 1 or Class 2 Misdemeanor (or equivalent if outside of Virginia) within the past sixty (60) months.
- Pending litigation or prosecution for criminal offenses must be resolved prior to consideration for employment.

Any potential applicant with a misdemeanor conviction is encouraged to contact the Professional Services Bureau at 757-259-7217 to speak with an officer to discuss their specific issue.

Drug Usage:

- Selling, distributing, or manufacturing any illegal or controlled substance.
- Use of any illegal drug or controlled substance other than marijuana.
- Marijuana usage less than six (6) months from application. Any use of marijuana more than six months prior to application will be evaluated on a case-by-case basis, to include the last time used and frequency of use.
- Illegal use or possession of anabolic steroids within the last thirty-six (36) months.
- Producing a positive result on a pre-employment drug screening, where the positive result cannot be explained to the law enforcement agency's satisfaction.

Driving Record:

- Two or more moving violations within twelve (12) months of applying.
- No DUI or DUID violations, or refusal to take a blood or breath test, within sixty (60) months of applying.
- Record of previous revocations or suspensions of operator's license associated with moving violations within the previous sixty (60) months.
- Record of convictions associated with eluding police or leaving the scene of an accident within the previous sixty (60) months.

Military:

- Receiving a dishonorable or bad conduct discharge.

Note:

- Employees shall only wear the earrings authorized in the Administrative Orders. No other body piercing jewelry shall be worn. Employees are prohibited from wearing jewelry in their tongue, eyebrows, cheeks, or other body parts (except in the ears) while on-duty.
- Tattoos on the ears, head, face, nose, eyebrows, neck, hand, or tongue are prohibited. Tattoos on all other parts of the body shall be covered at all times by issued clothing or by utilizing commercially available cosmetics or fabric covers made for the purpose of covering tattoos. If commercial products are used, they must be of a skin-tone color and be neutral in appearance.