

***CITY OF BRISTOL***  
**Criteria For *Chief of Police* Resume Reviews**

Scale: 1= Lowest, does not meet the conditions of the statement Higher number = Meets or exceeds the conditions of the statement

1. Are the resume and cover letter professional (lay-out, grammar, etc.)? Do they convey real interest in the position?

Scale: 1 to 5

2. Has the applicant worked as a supervisor or in a significant administrative position in a department comparable in size to Bristol's, including a department which delivers the same or a greater variety of services than Bristol?

Scale: 1 to 10

3. What is the applicant's supervisory or command experience? Has the applicant supervised a significant number of employees, including those of different ranks and responsibilities? Has this experience included the responsibility to hire, discipline and terminate employees?

Scale: 1 to 10

4. Does the applicant have administrative experience (e.g. preparing budgets, compiling reports for review by decision-makers, evaluating program effectiveness, etc.)?

Scale: 1 to 10

5. Is there an indication of new initiatives designed and/or implemented by the applicant?

Scale: 1 to 5

6. Does the applicant have experience in the area of "public contact" (e.g. presentations to council members, working with community groups, responding to complaints, etc.)?

Scale: 1 to 5

7. Does the applicant's employment history suggest a pattern of increasing responsibility?

Scale: 1 to 10

8. Does the applicant have good tenure with previous employers (at least two years with each employer)?

Scale: 1 to 5

9. What about the applicant's formal education (degrees from accredited institutions)?

Scale: 1 to 10

10. Does the applicant show interest in continuing professional development as evidenced by participation in a broad range of training programs and professional organizations?

Scale: 1 to 5

11. Overall general impression of the applicant's resume:

Scale: 1 to 10