

**PEACE OFFICER MERIT COMMISSION POLICY AND PROCEDURE**

**CAREER ADVANCEMENT**

**PURPOSE**

To identify the types of career advancement available to employees.

**POLICY**

It is the policy of the Merit Commission to make available to its employees' opportunities for career advancement that are consistent with the needs of the Sheriff's Office and UPD. Career advancement can be attained through the achievement of higher rank (promotion) through successful performance on a competitive merit examination and subsequent appointment. Career advancement may also be attained through career ladder plans and appointment to a specialist position.

**DEFINITIONS**

**CATEGORY:** A group of employees who have been selected and appointed under the Merit Commission system. There are currently three categories: Peace Officer (UPD), Deputy I (Public Safety), and Deputy II (Corrections). A category may consist of one or more ranks.

**RANK:** Refers to an appointment attained on the basis of a merit examination or an emergency appointment.

**SPECIALIST POSITION:** A vacancy that requires peculiar and exceptional qualifications of a scientific, professional, or expert character, where it is evident competition is impracticable.

**PROCEDURES**

**1.0 PROMOTIONS BASED ON COMPETITIVE MERIT EXAMINATIONS**

1.1 The Merit Commission recognizes the following permanent ranks for Peace Officer, Deputy I and Deputy II categories:

PEACE OFFICER UPD	DEPUTY I PUBLIC SAFETY	DEPUTY II CORRECTIONS
Officer	Deputy	Deputy
Sergeant	Sergeant	Sergeant
Lieutenant	Lieutenant	Lieutenant
Captain	Captain	Captain

1.2 Advancement through promotion to a higher rank within the category is open to all employees who meet qualifying standards and compete successfully in a merit examination, which is subject to appointment by the Sheriff.

2.0 TEMPORARY APPOINTMENT

2.1 Employees who demonstrate satisfactory job performance in their current position (rank) may be appointed to a higher rank by the Sheriff on a temporary basis, subject to the approval of the Merit Commission.

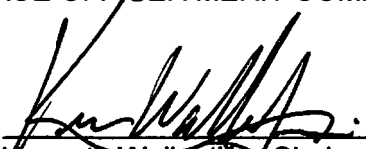
2.2 A temporary appointment may be approved by the Merit Commission, pending the completion of an examination, when there is no eligible employee promotion or re-employment register in existence.

3.0 SPECIALIST APPOINTMENTS

3.1 Pursuant to Merit Commission Policy 3140 the Sheriff may appoint, without examination, a qualified employee to a designated specialist position, which requires that the appointed person meet special qualification as defined in Utah Code 17-30a-308 (1).

APPROVED AND PASSED THIS 25<sup>th</sup> DAY July, 2018.

SALT LAKE COUNTY  
PEACE OFFICER MERIT COMMISSION

By:   
Kenneth Valentine, Chairman