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OPEN COMPETITIVE EXAMINATION

To establish a list for the position of **POLICE OFFICER TRAINEE**

Announcement Number: DOA86-26

Open: May 08, 2026 – Continuous

2024 GPD PAY PLAN (GPDPP)

OPEN: FL25-01; \$36,588 P/A –FL25-10; \$54,883 P/A

PROMOTION: FL25-01; \$36,588 P/A –FL25-20; \$77,419 P/A

The Government of Guam may offer competitive benefit packages, which includes retirement (Defined Contribution Plan 401 and 457), health insurance plans, cafeteria plan, an Employee Assistance Program, annual and sick leave, paid holidays and life insurance. For additional information regarding the Government of Guam Retirement, please visit www.ggrf.com. For other inquires please visit Department of Administration website www.hr.doa.guam.gov

Who Can Apply

Open to all government of Guam employees and the public.

Qualification Requirements

Graduation from high school or attainment of a general equivalency diploma (GED).

Necessary Special Qualification

Must possess a valid Guam driver's license;
May be required to possess a valid Guam firearms identification card;
Must be over the age of eighteen (18) years old.

In addition to meeting the NSQs above, the following requirements must be verified upon job offer:

Must be a United States citizen or a resident who is legally authorized to work within the United States and its territories;
Must be fingerprinted; Must not have been convicted in any civilian or military court of a felony, a crime involving moral turpitude, a crime of domestic or family violence, regardless of being pardoned or commuted by I Maga'láhen Guahan regarding such conviction; Must never have been dismissed for cause as a police officer or resigned for the sole purpose of negating or averting a pending or anticipated disciplinary action; Must have good moral character as determined by a background investigation (verification of this NSQ will be required upon job offer); Must be free of any physical, emotional or mental conditions, which might adversely affect the performance of duty as a peace officer; Must pass an oral interview selection examination; Must submit to and pass a drug screening test, including but not limited to a urinalysis test; Must submit to psychological testing; and Must submit to and pass a polygraph examination.

Nature of work

This is a trainee level position involving attending and satisfactorily completing a Guam Post Commission approved law enforcement program as well as on-the-job training involving clearly defined and routine police law enforcement work. Employees in this class undergo classroom lectures, physical agility training and are monitored and evaluated academically through quiz and examination scores. In addition, employees in this class undergo extensive on-the-job training in law enforcement work. On-the-job training work is performed under the immediate supervision of a Senior Field Training Officer (FTO) and is closely reviewed for compliance with established policies and procedures. On-the-job training work performance is evaluated using on-the-scene observations, frequent inspections, examinations, discussions and submission of reports.

Illustrative Examples of Work

Attends the Guam Peace Officer Standards and Training (P.O.S.T) Commission approved, law enforcement training program that would lead to P.O.S.T Certification. Performs the following on-the-job train duties: Patrols a specific beat or district on foot, motorcycle, or patrol car; checks windows and doors of business establishments, and investigates any suspicious conditions. Directs traffic during peak hours; writes tickets for illegal parking, speeding, and other traffic offenses. Serves writs, warrants, and subpoenas; makes arrest for violations of laws and ordinances. Receives complaints and reports; provides the public with information and directions upon request. Assists in the investigation of traffic accidents, criminal offenses, and other investigations as assigned; reports on such findings. Assists with interviewing witnesses, collects and preserves evidences and testifies in court. Performs related work as assigned.

Knowledge, Abilities & Skills

Ability to learn and adapt to regimented law enforcement academy training. Ability to observe, assimilate and recall facts and details. Ability to maintain effective audio-visual discrimination and perception (i.e. make observations, distinguish objects at night, recognize and distinguish sounds). Ability to learn, interpret and enforce applicable local and federal law, enforce laws, rules, regulations, policies and procedures to appropriately guide and/or execute arrests in the protection of life and property. Ability to understand and follow oral and written instructions. Ability to act quickly and calmly in emergencies. Ability to communicate effectively, orally and in writing. Ability to testify in court. Ability to learn how to safely operate motor vehicles in emergency and pursuit situations. Ability to learn how to safely care for and use firearms; to operate emergency vehicles, and police communication and technological equipment such as speed radar detection, alcohol level detection devices, narcotics identification testing kits, and other investigative tools and/or equipment. Ability to learn and administer lifesaving and first aid methods and techniques. Ability to learn how to conduct investigations to obtain evidence and identify witnesses. Ability to exert physical force as needed and required in apprehending suspects. Willingness to work evenings, weekends and holidays and during times of emergencies (i.e. typhoons, etc.)

Minimum Educational Requirements

All new employment in the service of the government of Guam shall have, as a reasonable measure of job performance, minimum requirement of a high school diploma or a successful completion of General Education Development (GED) test or any equivalent of a general education high school program, apprenticeship program or successful completion of a certification program, from a recognized, accredited or certified vocational technical institution, in a specialized field required for the job, pursuant to Public Law 29-113.

POLICE OFFICER TRAINEE OPEN COMPETITIVE EXAMINATION

Documentation Requirements

To validate credentials you may claim, (e.g., High School Diploma, College Transcript, DD-214, etc.), an original or certified copy of the document(s) must accompany each employment application you are applying for with your legal signature. Applicants shall be responsible to provide all required documents for each employment application submitted and failure to provide proof may result in disqualification. **For more information, please contact the Recruitment Branch at 475-1141/1128/1274.**

Prohibition Pursuant to P.L. 28-98

No person convicted of a sex offense under the provision of chapter 25 of Title 9 GCA, or an offense as defined in Article 2 of Chapter 28, Title 9 GCA in Guam, or an offense in any jurisdiction which includes, at a minimum, all of the elements of said offenses, or who is listed on the Sex Offender Registry shall work in any agency or instrumentality of the government of Guam.

Examination Requirements

Applicants will be rated on a scale between 70.00 and 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.

Interviewing Procedures

A personal interview or interview by telephone (if off-island) will be held by the appointing authority or his designee for all eligibles referred via certification.

Employment Medical Examination

All applicants accepting employment must undergo a medical examination and be declared by the physician as capable of performing the duties of the position being hired for.

Work Eligibility

When offered a position, you will be required to provide proof of identity and eligibility for employment in the United States as condition of employment.

Drug Screening

Applicants selected for and offered employment with the Government of Guam shall undergo and pass a mandatory drug test before being employed. This also applies to employees selected for Test Designated Positions (TDP), failure to submit or pass such drug test shall be grounds for rescinding the offer of appointment. In addition, persons who have applied for, or are seeking reemployment/reappointment in the government and previously had a non-negative drug test result must meet certain conditions to be re-drug tested for employment. For more information, see **DOA Circular 2023-014** located under the heading, "DOA HR Circulars", on the Resources page of the following website: www.hr.doa.guam.gov/resources

Police & Court Clearances Requirements

If selected for this position, your selection will be **conditional** pending submission of a recent police and court clearance, and taking and passing a drug test (see Drug Screening section of the announcement). The hiring department will send a written notification to you explaining these requirements. You will have ten (10) calendar days from the date of your written notification to submit police and court clearances that are no older than one (1) month from the date of your written notification. The cost of the clearances is your responsibility. If you do not have any conviction or conditions that would warrant rescinding the job offer, and pass the drug test you will be notified of your start date.

Where to Apply

Applicants may submit an employment application and any required documents for the position to DOAJOB@DOA.GUAM.GOV. **Individuals with disabilities who require special accommodation should contact this office prior to any scheduled examinations or interviews. OUR OFFICE WILL ONLY BE ACCEPTING APPLICATIONS ELECTRONICALLY. EMPLOYMENT APPLICATION FORMS ARE ACCESSIBLE TO DOWNLOAD ON THE DEPARTMENT OF ADMINISTRATION'S WEBSITE AT WWW.HR.DOA.GUAM.GOV.**

For More Information

Call or visit us at the Department of Administration, Human Resources Division at (671)475-1141/1128. In addition, job announcements and employment application forms are accessible to download at Department of Administration's website at www.hr.doa.guam.gov. For further information, you may email doajobs@doa.guam.gov.


Director of Administration

WE ARE AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER. WE DO NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, DISABILITY, EXCEPT FOR POSITIONS REQUIRING BONA FIDE OCCUPATIONAL QUALIFICATION.