



SWORN MEMBER VACANCY

The Kansas City Missouri Police Department employment practices are designed to hire, promote, and assign members without discrimination on the basis of race, color, national origin, limited English proficiency, sex, sexual orientation, gender identity, age, religion, disability, or low-income level.

Date: July 3, 2023

JOB VACANCY MEMORANDUM NO. 23-13

TITLE: Detective - Asset Forfeiture Section

ELEMENT OF ASSIGNMENT: Financial Services Unit, Fiscal Division

VACANCY STATUS: Vacant

EXPIRATION DATE: July 17, 2023

REQUIREMENTS:

For this process, sworn members with no change in employment status must have an Academy graduation date on or before **05/07/2020**.

Sworn members who have separated from employment and/or lateral sworn members, must be re-appointed or appointed on or before **05/07/2020**, as recorded in HRD.

Years of service completed with KCPD, or any other law enforcement agency, prior to a sworn member's current appointment/re-appointment date will not be counted to establish the years of service eligibility requirement.

In addition, officers must also be able to meet the following qualifications:

- Successfully complete a six (6) month probationary period.
- Ability to communicate effectively both orally and in writing.
- Able to type reports, statements and other documents in a timely manner.
- Have no Brady or Giglio concerns which would affect court testimony.
- Ability to conduct interviews, assemble facts in a chronological order, and arrive at conclusions based upon the information.
- Maintain reliable and predictable attendance.
- Take deposits as needed to the bank on behalf of the department.
- Review seizure cases to see if there is a possibility of state and/or federal forfeiture.
- Maintain records of pending forfeiture cases.
- File requests for the department share of any forfeiture and submit state/federal cases to the appropriate county prosecutor or federal agency.
- File appropriate forms relating to forfeiture such as DAG 71.
- Monitor cases as they progress through the judicial system and advise the department of their current status.

- Release seized property when it has been determined that no forfeiture will take place.

The selection process will be conducted by the Financial Services Unit and Accounting Section Supervisors. Past work performance and disciplinary actions will be taken into consideration during the selection process. Additionally, all applicants must be physically capable of fulfilling all functions of the position prior to assignment.

All interested qualified law enforcement members who meet the above qualifications must submit a Request for Transfer, Form 4 P.D., through the member's chain of command. One copy of the Request for Transfer, Form 4 must be submitted to the Human Resources Division (HRD). In addition, one copy of the Request for Transfer, a completed Selection Process Candidate Review Form, Form 417 P.D. (with chain of command endorsements), current resume, and copies of two (2) authored police reports, must be submitted directly to Captain Josh Heinen, Commander, Financial Services Unit, by no later than ***JULY 17, 2023.***

Members meeting the above qualifications will be contacted individually to schedule the next phase of the process.

An officer who declines an assignment to the Financial Services Unit may be removed from the eligibility pool by the Executive Services Bureau Commander. Any member in the eligibility pool may be removed for cause. Candidates may schedule an appointment with the Financial Services Unit Commander to discuss their performance in the process for a period of sixty days following the process.

Captain Edward Lamport

Captain Edward Lamport
Commander, Employment Unit