

Subject: Promotion and Demotion	Page 1 of 1
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Meets Accreditation Standard:	15.2, 15.3, 15.4

Section 400.60 Promotion and Demotion

Promotions

At the time a promotional examination becomes necessary, an announcement shall be posted. The announcement shall state the terms, procedures, eligibility, etc., as deemed appropriate by policy, state law or city ordinance.

Promotions shall be based upon successful completion of promotional examination, interview, and merit and shall be in accordance with the terms of K.R.S. 90.350 and or Civil Service ordinance.

After required examinations, the Chief of Police shall cause the list of applicants certified by the Civil Service Commission, to be posted.

Upon promotion, employee must successfully complete an approved 40 hour KLEC supervisory or mid management training course by the end of the probationary period.

Demotions

If for personal or other reasons an officer requests, in writing, to be assigned to a position of a lower classification, the Chief of Police may make such a voluntary demotion in absence of any applicable civil service ordinance or statute. Otherwise, demotions of civil service employees must be in accordance with civil service process or other applicable process.