

conducting criminal investigations or investigations related to loss prevention, municipal code violations, background checks, employee disciplinary investigations, administrative investigations or a closely related field. One (1) year of which must have been supervisory.

OR: An Associate's degree from an accredited college or university* **and** four (4) years of full-time paid experience conducting criminal investigations or investigations related to loss prevention, municipal code violations, background checks, employee disciplinary investigations, administrative investigations or a closely related field. One (1) year of which must have been supervisory.

OR: A high school diploma or G.E.D. issued by a state Department of Education* **and** five (5) years of full-time paid experience conducting criminal investigations or investigations related to loss prevention, municipal code violations,

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| background checks, employee disciplinary investigations, administrative investigations or a closely related field. One (1) year of which must have been supervisory. | | |
| 2) | | |
| 3) | | |

3. **Description of how similar qualifications are not readily available in the labor market at minimum entrance rate:** A review of Mr. Malbrue's application, revealed that he possesses an extensive background in Law Enforcement, and previous service with the New Orleans Police Department as a Police Sergeant.

4. **How are the duties of the position relevant to the advanced qualification?** Mr. Malbrue is a Retired NOPD Sergeant with well over thirty-three (33) years of experience. His knowledge and experience with NOPD policies and procedures are exceptional. The duties and responsibilities of the APR Unit are to document police reports over the phone and to enter all of the pertinent information into the computer system. In addition, Mr. Malbrue also supervised officers who performed these same functions.

5. **How will hiring this person at the rate specified below be a financial advantage to the City? Please provide an objective financial analysis.** As a result of Mr. Malbrue's experience and knowledge, training for this position would be minimal. Therefore, Mr. Malbrue would be able to begin his position as soon as possible. Filling this position above the minimum, will reduce costs related to on-going recruitments efforts along with the decreased unit productivity costs associated with having the position remain vacant.

6. **List other departmental employees in this classification. Do they also possess the exceeded qualification and is it job related? Please attach copies of this form for people with the same or equivalent extraordinary qualifications. There are Six(6) employees currently in this classification, three(3), exceed qualifications. Two (2) are approved for Extraordinary qualifications.**

Rate granted (in steps; % must be in increments of 1.25): Step 21, 10%

Appointing Authority Signature: _____

