

Employment Requirements

The Wheeling Police Department is a Civil Services Agency. A Police Civil Service examination is given once every two years. An eligibility list is created from the results of that examination. This list remains in effect for two years or until the list is exhausted, at which time a new test is given.

To be eligible to take the entry level police officer examination, the applicant must meet the following requirements:

1. Must live within a 45-mile distance of the City of Wheeling police headquarters. Employees must meet this requirement within six months of employment.
2. Must be between the ages of 18 and 40 at the time of application.
3. Must have a high school diploma or G.E.D. equivalent.
4. Must have a valid driver's license.
5. No convictions for the following criminal offenses: any felony, domestic battery, or domestic assault.
6. Minorities, veterans and women are encouraged to apply – Equal Opportunity Employer.
7. Must be a citizen of the United States.

The hiring process is governed by the Police Civil Service Commission. Candidates who meet the requirements are mandated to pass a physical agility test (pass/fail) and then pass a written civil service exam (70% or higher). Candidates are ranked and placed on an eligibility list based on their written test scores. Veterans preference points will be awarded in accordance with West Virginia State Code 6-13-1. A DD-214 or other suitable military documents must be submitted with the application. Any questions regarding this process can be answered by contacting the Human Resources Department at 304-234-3694.

The candidate is required to successfully pass a background investigation, polygraph examination, psychological examination and pre-employment medical physical. The final stage of the hiring process is an interview with the Chief of Police.

If hired, the PO must complete the following within the one-year probationary period:

Four weeks of training with the department training unit. This includes familiarization with policies and procedures of the Wheeling Police Department, firearms qualification and defensive tactics training. The PO must successfully complete a 16-week basic police officer training course at the West Virginia State Police Academy. This course will certify the probationary officer as a fully-sworn West Virginia law enforcement officer.



After completing the WVSP certification, the PO will be placed in the WPD Field Training Officer program and must successfully complete this 14-week course. After completion of the FTO program, the PO will be assigned to work a single-officer patrol unit on a patrol shift as a fully-sworn Wheeling Police Officer.

If the PO is a certified law enforcement officer from another West Virginia police department and has not been out of law enforcement service for more than two years, they are not required to attend the WVSP Academy. These certified officers are eligible for a sign-on bonus paid out after the officer completes their probationary period. Also, if the PO is a certified law enforcement officer from another state and the WVSP accepts the certification, the PO will have to attend the WVSP Academy for three weeks of training to be certified as a West Virginia law enforcement officer. If the certification from another state is not accepted by the WVSP Academy, then the PO will have to attend the full WVSP Academy training course for certification.

Compensation and Benefits

- 12 Hour Patrol Shifts (2 weekends off per month)
- Relaxed Tattoo Policy
- Assigned / Take Home Cruiser
- Medical, Dental, Vision and Life Insurance
- Overtime/Extra Work Opportunities
- Paid Vacation, Sick and Holiday Time
- WV Municipal Police and Fire Retirement System (transfers if already enrolled)
- Uniforms and Equipment Provided
- Clothing Allowance
- Longevity Pay

PAY SCALE

Position	Base Salary
Patrolman (Probationary)	53,809
Patrolman (Certified)	60,014 - 62,250
Patrolman First Class	61,624 - 63,860
Corporal	64,419 - 66,655
Sergeant	69,204 - 71,440
Lieutenant	76,076 - 78,282

*Salary range is based on whether the employee works day or night shift in addition to 104 hours of guaranteed overtime.



Special Units

- SWAT Team
- K-9 Unit
- Crisis Intervention Team
- Crash Reconstruction
- Investigations Division
- School Resource Officer
- Drug Task Force
- Honor Guard
- Marine Patrol
- Traffic Unit
- Drone Team



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WHEELING POLICE DEPARTMENT

Mission Statement

The Wheeling Police Department is committed to enhancing the quality of life in and around the community by:

- 1 • Building partnerships that will provide a safe and secure community through proactive and impartial enforcement
- 2 • Honoring and enforcing the codified ordinances of the city of Wheeling, the code of the state of West Virginia and the United States Constitution
- 3 • Maintaining a focus on fighting crime and the fear of crime
- 4 • Continuing to strive to become the model law enforcement agency in the state of West Virginia



WHEELING POLICE DEPARTMENT

Core Values

- INTEGRITY
- LOYALTY
- PROFESSIONALISM
- COURAGE
- RESPECT
- ACCOUNTABILITY
- TEAMWORK
- LEADERSHIP
- SERVICE

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wheelingwv.gov/police

 Wheeling, WV Police Department
 @WheelingPolice

WHEELING POLICE DEPARTMENT
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WHEELING
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Employment
 INFORMATION