



# CARROLLTON POLICE DEPARTMENT

*"The mission of the Carrollton Police Department is to proactively protect our community while treating all we encounter with professionalism, dignity, and respect."*

## PERSONNEL EVALUATION PROFILE

The PEP is designed to provide valuable job-related information concerning an applicant's attitudes, values, and background. Although the PEP is an excellent screening tool, it is important to note that it is only one source of information and employment decisions should not be made utilizing the PEP as the sole hiring criterion. The PEP provides the Carrollton Police Department an additional tool in attempt to hire the very best applicants.

Some of the key areas the PEP addresses and attempts to identify at risk individuals are blatant discrimination, ethics, reporting, customer service, drug attitude, work ethic, and socialization.

**ETHICS:** The Ethics scale measures the applicant's responses to items related to their value system. The items cover areas such as past misconduct, reporting theft, inter-thief loyalty, hypothetical theft situations, etc. A high score is generally consistent with an applicant who rejects dishonest behavior and dishonest values. Studies show that applicants with good values are less likely to engage in significant misconduct on the job.

**REPORTING:** This scale has items related to reporting dishonest behavior, inter-thief loyalty and the importance of reporting dishonest behavior. A high score on this scale indicates that the applicant understands the importance of reporting dishonest behavior and is therefore more likely to report job-related dishonesty.

**CUSTOMER SERVICE** The Customer Service Scale has items regarding customer care, approach and involvement with customers, empathy, tolerance and problem solving. A high score on this scale correlates with employees that have been rated above average on customer orientation, product focus, attentiveness, reliability and rule conformance.

**ILLEGAL DRUG ATTITUDES:** The Drug Use scale is designed to assess the applicant's views concerning illegal drug usage. A low score generally indicates a lenient attitude towards illegal drug usage. An applicant with a low score should be interviewed to determine if there is any relevant illegal drug usage that might cause problems for the company.

**WORK ETHIC:** The Work Ethic scale has questions relating to the applicant's ability to get along with bosses and coworkers, longevity, initiative, work drive, and overall work attitude. A high score is believed to represent someone who is likely to be conscientious, hard-working, and task oriented.

**SOCIALIZATION:** The Socialization scale items relate to patience, flexibility, tolerance for frustration, and rule conformance. A high score on the Socialization Scale indicates the applicant perceives himself as more sensitive and conforming to social customs than other applicants. Thus,



persons in the high percentile range are reflecting moral uprightness, tolerance for frustration, and sensitivity towards others.

