

RECRUITMENT GUIDE

Many faces...



...one team

MAKE A DIFFERENCE

Your guide to becoming a Police Constable



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**Royal Gibraltar
POLICE**

Delivering a Safer Gibraltar through Excellence in Policing

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About the RGP

The Gibraltar Police Force has a long and proud history. It became operational on the 25th June 1830 making it the oldest police force in the British Commonwealth and the second oldest British Police Force in the world. On the 12th June 1992 Her Majesty Queen Elizabeth II graciously conferred the prefix "Royal" to the Gibraltar Police.

The RGP is a modern and forward thinking organisation which is constantly evolving. We believe in continuous improvement and are proud to have been awarded Investors in People (IIP) Gold in February 2016.

The RGP is responsible for policing Gibraltar and its objectives are set out in the Police Act 2006:

- a. the preservation of the peace
- b. the maintenance of law and order
- c. the prevention and detection of crime
- d. the apprehension & guarding of offenders
- e. the protection of property

The Force is headed by Commissioner of Police Ian McGrail OTM MSC who is supported by a Senior Command Team consisting of Assistant Commissioner Richard Ullger and Superintendents, Cathal Yeats, Edgar Lopez, Paul Richardson & Wayne Tunbridge. In addition to the senior command team the RGP establishment includes 181 constables, 36 sergeants, 14 inspectors and 4 Chief Inspectors, and 40 civilian members or support staff.

The RGP is organised in three divisions each headed by a Superintendent; Planning Development & Support, Operations and Crime & Protective Services.



A Career in the Royal Gibraltar Police



A career in the RGP can be exciting with something different happening every day. If you fancy a challenging and rewarding job that has an attractive rewards package then why not consider a career in policing?

New entrants to the RGP can expect to spend their first 24 months in a core policing role; the traditional 'Bobby on the Beat'. After this there are many opportunities to specialize in other areas including Criminal Investigation, Financial Crime Investigation, Safeguarding and Public Protection, Drug Squad, Case File Preparation, Police Marine Boats, Special Branch, The Dog Section and so much more. We all work together to deliver a safer Gibraltar through excellence in Policing.



Do You Have What it Takes?



What the Role Entails

A police officer holds a responsible position within society. One of the primary roles is ensuring law and order is maintained. As a police officer you will promote confidence among the community and show that the police understand and are prepared to deal with the issues that matter most to the public. Policing will enable you to work in partnership with the com-

You will have a key role in supporting victims and witnesses, providing reassurance to individuals who have been subjected to crime and/or antisocial behaviour. Many people will look to you for guidance and protection. To be able to provide this effectively you will need to be able to see things from their perspective, tailoring your approach in order to address their particular needs and fears. You will be trained to manage and communi-

cate information and intelligence effectively, in order to ensure that people are kept informed about what you are doing, and to support successful prosecutions in court. As part of a professional team, you will be committed to providing a quality service that appropriately meets the needs of individuals and our community, as well as maintaining public confidence in the effectiveness of the police.



Constables Must Be Able To:

The constable role is the frontline of the criminal justice system and community engagement. Under general supervision, but often operating independently. Responsible for the protection of life and property, the prevention and detection of crime and the maintenance of public order through a range of sworn powers in line with organisational standards.

A constable must be able to:

- Gather and submit information that has the potential to support law enforcement objectives
- Provide an initial response to incidents
- Arrest, detain or report individuals
- Conduct priority and volume investigations
- Interview victims and witnesses in relation to priority and volume investigations
- Interview suspects in relation to priority and volume investigations
- Search individuals and their personal property
- Carry out systematic searches of vehicles, premises and open areas
- Manage conflict
- Provide initial support to victims, survivors and witnesses and assess their need for further support



Am I Eligible?

Nationality and Residency Requirement

Applicants must be British and have been resident in Gibraltar for at least 3 years. The 3 year residency rule is to help us select persons of good character with a good knowledge of our community. Certain applicants may be exempt from this requirement. This will be decided on a case by case basis. Contact the Training Team to confirm whether or not you may qualify for an exemption.

Age

Applicants must be 18 years of age or over on the closing date for receipt of applications.

Evidence of Qualifications, Nationality and Date of Birth

All original, relevant documentation must be produced when the application form is handed in, (e.g. a passport, ID card & birth certificate in the applicant's name). You should also bring copies with you to be examined and verified.

Character

The office of police constable is a position of responsibility and trust, given only to law-abiding people with proven good character and integrity. As such, while consideration will be given to individual circumstances, any previous criminal convictions could impact on your suitability for the role.

Fitness

You don't need to be an athlete to be a police officer, but you must be able to cope with the physical demands of the job. You will be assessed on your level of fitness during the selection process.

Qualifications and Entry Examination

All applicants will be required to take an entry examination.

Selection process

Applications will be vetted. Short-listed applicants will then be asked to attend a selection process and if successful, an interview. Incomplete applications will not be considered.

Offer of appointment

Upon successfully passing the selection process and pending satisfactory completion of all medical, reference, vetting (including drugs testing) and selection procedures an offer of employment will be made.

Term of appointment

The appointment will be for an initial probationary period of two years, during which you will be expected to continue your learning and be assessed. Should you not meet the RGP standards of competence the Commissioner of Police may terminate your contract of employment at any time during the probationary period. On successful completion of the probationary period, you will be confirmed in post.



Frequently Asked Questions (FAQs)



Q: Should I disclose previous convictions, police cautions or any involvement I have had with the police including those not in Gibraltar?

A: Yes all of this information must be disclosed, as failure to do so will result in your application being rejected. Applicants who do not currently reside in Gibraltar or have been residing in Gibraltar for less than 3 years are requested to obtain and submit a completed Subject Access Request (SAR) or equivalent, regardless of current employment. Applicants residing in Gibraltar will be vetted by the police once their application has been received.

Q: What type of previous convictions will affect my application?

A: Convictions, warnings or cautions will not in every case prevent appointment. The decision will depend on the nature and circumstances .

Q: Can I join if I have tattoos?

A: Tattoos are permitted. But tattoos that could cause offence to members of the public or colleagues, or could bring discredit to the police service will not be acceptable. Considerations include: size, nature, language, symbols and extent.

Q: Is there an upper age limit for joining the police force?

A: There is no upper age limit for appointment. The mandatory retirement age is 55 though.

Q: If I am unsuccessful in my application, can I reapply?

A: You can re-apply and may be considered for the next intake.

Q - How might I qualify for an exemption to the 3 year residency rule?

A - Examples are provided below. This is not an exhaustive list. Eligibility will be decided on a case by case basis:

- Gibraltarians returning to Gibraltar after living overseas
- Former or currently serving members of any UK Home Office Police Service
- Members of HM Forces currently serving in Gibraltar
- Applicants who still have an application on file and previously passed Stage 1 under our old eligibility criteria
- Applicants who offer specific skills which form part of our long term planning process

Q: What training will be provided?

A: Being a police officer requires a wide range of skills and knowledge. We will provide you with a comprehensive induction in our Recruit Training School. The training is challenging and rewarding and our training staff will provide all the support necessary for you to succeed. You will be expected to continue your studying at home.



Frequently Asked Questions (FAQs)



Q: How much Annual Leave will I get?

A: On appointment, police officers are entitled to 25 days annual leave a year rising to 30 days after 20 years' service.

Q: What is the pay scale for a police constable?

A: The starting salary of a police constable is £31,655. Upon successful completion of the nine month training programme the pay rises to £35,345, after 5 years £42,249 and after 10 years £49,719. *(Data correct as of Sep.18)*

Q: Do Police Officers get paid overtime?

A: Overtime may be paid in certain circumstances if you work above and beyond your scheduled hours, in accordance with Employment Legislation. In the case of an ongoing incident, any time over your agreed hours are considered as continu-

ation of duty and will be paid at time and a third. There are also times when you may agree to work overtime and be paid either time and a half or double time depending on the circumstances.

Q: What hours will I be working?

A: During the training school the hours are from 0800 hours to 1600 hours. Upon successful completion of the training school (approximately 4 months) you will be placed onto shift hours. Our current shift pattern for uniformed core policing is as follows; two early shifts, two late shifts and two night shifts followed by four days off in a constantly repeating 10 week cycle. It also includes two mandatory training days within the 10 week cycle.

Q: Can I work in a specialised department:

A: Police Probationers are required to spend the duration of their probationary period; effectively the first two years of their employment, working in core policing. This means uniformed front-line policing. This will give you the necessary foundation to be able to possibly specialize later in your career as vacancies within other departments arise.

Q: Can I transfer my pension to the RGP?

A:No. The pension is the standard Gibraltar Government civil-service pension (superannuation fund or provident fund number 2) and is not police-specific.

Q: Can I transfer in to the RGP?

A: It is not possible to transfer in to the RGP from other Government Departments or other Police Services. Applicants who have prior policing experience will certainly be considered.

Sample Shift Roster 2018



WEEK 1	A	A	P1	P2	N	N	REST
WEEK 2	REST	REST	REST	A2	A	P	P
WEEK 3	N	N	REST	REST	REST	REST	A
WEEK 4	A	P	P1	N1	N	REST	REST
WEEK 5	REST	TRNG	A1	A2	P	P	N
WEEK 6	N	REST	REST	REST	REST	A	A
WEEK 7	P	P	N1	N1	REST	REST	REST
WEEK 8	REST	A	A1	P2	P	N	N
WEEK 9	REST	REST	REST	REST	A	A	P
WEEK 10	P	N	N1	REST	REST	REST	TRNG

KEY					
KEY	Shift (Hours)	KEY	Shift (Hours)	KEY	Shift (Hours)
A	Early (8 hours)	P	Late (9 hours)	N	Night (10 hours)
A1	Early (10 hours)	P1	Late (10 hours)	N1	Night (9 hours)
A2	Early (9 hours)	P2	Late (10 hours)	TRNG	Training Day
		REST		REST	Rest Day



DC 192 Tanya McLeod: Journey So Far



In October 2011 at the age of 19, I joined the RGP and completed a 24 week training course along with 13 other recruits. After Passing Out in March 2012 I started my policing career as part of the Neighbourhood Policing Team. Here I completed my probation.

After 2 years on NPT I moved to Area Response Team, this was a new and exciting challenge. NPT was very much the proactive side of Policing compared to the more reactive side on ART. Whilst on ART I carried out a number of roles including Patrol Car Driver and Acting Sergeant Duties.

In November 2015, I moved over to the Crime Division where I served as a Detective with the Safeguarding Unit. Being a Detective within the Crime Division was something I thoroughly enjoyed however it takes a lot of hard work and dedication as we often worked extremely long hours!

As a female within the RGP I have seen an increase in the number of females joining and this is something I continue to encourage and support. I have often been asked if I am treated any different for being a female in a predominantly male workplace and honestly, I feel I have always been treated with the same respect & given the same opportunities as my male colleagues.



In November 2018, I attended the Promotion Board for the rank of Sergeant. This was my second time attending a board. Although I felt like it was the right time to go for promotion I was still extremely nervous about it. I was happy with how my board went and thought I had done all I could, it was now just down to waiting for the promotions to be announced.

About a week later I received the news that I had been promoted along with 4 other sergeants. Being told I had been promoted was extremely emotional and I couldn't wait to share my news with family and friends.

Since my promotion I have now returned to Response Team (RT) where I am currently one of 3 Sergeants on RT 3. I am enjoying my new role and settling into it. Of course I am still learning the role but embracing the challenges. However, I am 26 years old now and my plan is not to stop at the rank of Sergeant, my aim is to continue working hard towards further promotion and my goal is to reach Senior Management Level!

Meet the Team



**Police Inspector
John Olivera**
Training Department



**Police Constable 109
Sharon Berini**
Training Department



To register your interest or for more information please contact

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Recruitment & Training

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The Royal Gibraltar Police are an equal opportunity organisation. We are mindful of diversity and treat people equally irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Data contained in this booklet correct as of April 2019 unless stated otherwise.



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