



Adult Probation Officer 1

Class Code:
PJ0401

STATE OF ALASKA
Established Date: Mar 31, 1970
Revision Date: Jun 2, 2021

GENERAL DESCRIPTION:

Series Description:

The Adult Probation Officers perform, supervise, manage, or administer probation/parole functions and services for an adult offender population in an institutional or community setting.

Class Definition:

The Adult Probation Officer 1 is the trainee level in the series. At this level incumbents learn to assess, evaluate, guide, and supervise incarcerated or released felony adult offenders while receiving training and on-the-job experience in probation/parole duties.

Distinguishing Characteristics:

The Adult Probation Officer 1 gains professional knowledge of probation and parole principles and practices through training and on-the-job experience. Incumbents learn how to conduct investigations, evaluate and assess offender needs and risk level, develop and recommend release plans, coordinate placement and program services, monitor, manage, and enforce compliance with release conditions, prepare and complete extensive documentation and reports.

As trainee the incumbent works towards obtaining the Alaska Police Standards Council certification and receives practical on-the-job experience and instruction to become familiar with probationary/parole functions, services, and programs; understand governing state statutes and regulations, court judgments, Parole Board conditions, American Correctional Association Standards for Probation and Parole, and divisional policies and procedures; and gain proficiency at exercising the analytical, evaluative, and interpretative skills needed to perform the work. While on-the-job experience may occur under close supervision of a higher level Adult Probation Officer, as experience and competency are gained, the incumbent is expected to become more independent and proficient in carrying out assignments.

All Adult Probation Officer 1 positions are flexibly staffed. Advancement to the Adult Probation Officer 2 level occurs only when the incumbent successfully completes all training, including the specified terms of the APSC training and certification requirements, and is certified by the supervisor as prepared to perform at the next level.

The Adult Probation Officer 1 is distinguished from the Criminal Justice Technician by the Adult Probation Officer's performance of professional level assessment, evaluation, and decision making authority.

The Adult Probation Officer 1 is distinguished from the Adult Probation Officer 2 by the Adult

Probation Officer 2's performance of full range of duties and independence in carrying out assignments.

EXAMPLES OF DUTIES:

Receive training in proper techniques for performing professional assessment and writing report documents such as pre-sentence reports, petitions to revoke probation, parole reports, interstate compact reports, special incident reports, disciplinary reports, rescission hearing reports, anticipatory revocation, furlough applications, and program reports.

Learn to assess offender risks and needs. Learn to classify offenders; learn to review and assess records from outside agencies such as juvenile authorities, Court System, treatment facilities, District Attorney, or Public Defender.

Learn how to provide appropriate sentence recommendation in writing and at court or at hearings proceedings.

Receive training to become proficient at testifying in court. Attend court hearings.

Learn to accurately evaluate the progress of offenders. Receive training for appropriate techniques used in establishing offender personal goals and plans and techniques in motivating offender's behavior change.

Receive training in transition plan development for offenders being released from prison; work with offenders and collaborate with field probation officers, and outside agencies to develop parole and release plans.

Learn to coordinate and assist offenders with residential and program placement; provide consultation and advice to members of related professions and community organizations; refer offender to housing, community agencies, and treatment programs.

Understand and effectively explain offender supervision requirements and conditions. Receive training in behavior monitoring, evaluation, and rehabilitation to assess suitability for obtaining or remaining on probation/parole.

Learn how to effectively monitor offender by working with family members and conducting unscheduled home and work visits.

Learn proper techniques for performing searches of the offender's person or residence for contraband, obtaining urine or breath samples from offenders, re-arresting and transporting offenders to correctional facility.

Establish and maintain close liaisons with law enforcement agencies, prosecuting and defense attorneys, and appropriate agencies who are involved with offender rehabilitation.

Complete training and obtain Alaska Police Standards Council certification.

KNOWLEDGE, SKILLS, AND ABILITIES:

Some knowledge of research techniques and the methods of compiling, analyzing, organizing,

and reporting data.

Ability to understand the principles and techniques of adult corrections or probation, adult treatment, rehabilitation or probation.

Ability to effectively work with of law enforcement agencies, community organizations and services, the criminal justice system, private and public employment agencies and other service organizations in the community.

Ability to effectively work with people from diverse backgrounds.

Ability to learn the principles and techniques of adult rehabilitation, probation or social casework and/or therapeutic treatment.

Ability to learn about various social service programs, community resources, and public services.

Ability to analyze behavior patterns, exercise sound judgment to assess and work with probationers/parolees, and cope with hostile and aggressive behavior.

Ability to quickly analyze situations, remain calm, and make sound decisions under conditions of stress or danger.

Ability to speak and write clearly and concisely.

Ability to work effectively under pressure.

Ability to work independently.

MINIMUM QUALIFICATIONS:

A bachelor's degree from an accredited college or university in any field

Or substitution:

Four years of paraprofessional experience in probation, parole, criminal justice, juvenile justice, social services, corrections, criminal investigation, public safety or law enforcement.

Or substitution:

Four years in any combination of post secondary education from an accredited college and paraprofessional experience in probation, parole, criminal justice, juvenile justice, social services, corrections, criminal investigation, public safety or law enforcement (3 semester or 4 quarter hours of post-secondary education are equal to one month of experience).

Special Note:

At the time of employment a qualified applicant must: be 21 years of age and a United States citizen; have a high school or home school diploma recognized or certified by a state or a local school district within a state as having met that state's graduation requirement; or have a General Educational Development certificate.

Possess a valid driver's license issued within the United States at time of appointment.

Individuals not continuously employed since February 9, 1991, by the State of Alaska Department of Corrections in a "correctional officer," "probation officer," or "parole officer" position, as defined by 13 AAC 85.900, are subject to requirements established by Alaska

Police Standards Council (APSC). As a condition of continued employment, these individuals must obtain a basic correctional officer certificate issued by the APSC within 14 months of hire.

Any employment action that resulted in discharge, resignation in lieu of discharge, or discipline, must be disclosed at the time of application to vacancies within this classification. Applicants who fail to provide this information will be deemed to be ineligible for interview or further consideration. Applicants with an employment action that makes them ineligible for certification under APSC regulations will be ineligible to receive an interview or further consideration.

For purposes of the minimum qualifications for this job class, "misdemeanor" means:

- 1) A crime classified as a misdemeanor in Alaska at the time the crime was committed.
- 2) A crime committed in another jurisdiction for which there was a conviction in that jurisdiction by a civilian or military court is a "misdemeanor" conviction if the crime has elements similar to those of a misdemeanor under Alaska law at the time the offense was committed.
- 3) An offense punishable as a misdemeanor in Alaska or under the law of another jurisdiction, that results in a completed suspended imposition of sentence, expungement of record, or a pardon, is considered a "misdemeanor" conviction unless the offense was committed by the person before the age of 21.

A qualified applicant may not:

Have been convicted of any felony or a misdemeanor crime of domestic violence by a civilian court of Alaska, the United States, another state or territory, or by a military court.

Have been convicted during the past ten (10) years by a civilian court of Alaska, the United States, another state or territory, or by a military court of a crime of dishonesty or moral turpitude, of a crime that resulted in serious physical injury to another person, or of two or more driving under the influence offenses.

Have illegally manufactured, transported, or sold a controlled substance during the past 10 years, provided you were under 21 years of age at the time.

Have illegally used a Schedule IA, IIA, IIIA, IVA, or VA controlled substance during the past 5 years, provided you were at least 21 years of age at the time.

Have used marijuana during the last year, provided you were at least 21 years of age at the time.

Have been denied certification by the Alaska Police Standards Council or the responsible certifying agency in any other issuing jurisdiction unless the denial, revocation, or surrender has been rescinded by the council under 13 AAC 85.270 or by the responsible certifying agency of the issuing jurisdiction.

Have ever used a controlled substance while employed as a certifiable municipal, state, federal peace officer, correctional officer, adult probation officer, or military law enforcement officer.

SALARY RANGE:

AKPAY CODE:

P4342



Adult Probation Officer 2

Class Code:
PJ0402

STATE OF ALASKA
Established Date: Jun 23, 1966
Revision Date: Jun 2, 2021

GENERAL DESCRIPTION:

Series Description:

The Adult Probation Officers perform, supervise, manage, or administer probation/parole functions and services for an adult offender population in an institutional or community setting.

Class Definition:

The Adult Probation Officer 2 is the journey level in the series. At this level incumbents independently perform the full range of probation/parole duties to assess, evaluate, supervise, and guide incarcerated or released felony adult offenders.

Distinguishing Characteristics:

The Adult Probation Officer 2 apply professional knowledge of probation and parole principles and practices to conduct investigations, evaluate and assess offender needs and risk level, develop and recommend release plans, coordinate placement and program services, monitor, manage, and enforce compliance with release conditions, and prepare and complete extensive documentation and reports.

The Adult Probation Officer 2 works within defined guidelines but with considerable latitude to decide on the appropriate methods and techniques for problem solving and meeting goals. The incumbent exercises independent judgment and decision making authority and skills to perform duties. Employees at this level are fully knowledgeable of the operating procedures and policies within the work unit and may receive only occasional instruction or assistance for new or unusual situations. Incumbents exercise analytical, evaluative, and interpretative skills to ensure probationary/parole functions, services, and programs comply with state statutes and regulations, court judgments, Parole Board conditions, American Correctional Association Standards for Probation and Parole, and divisional policies and procedures.

The Adult Probation Officer 2 is distinguished from the Adult Probation Officer 1 by the requirement to independently perform the full range of assignments.

The Adult Probation Officer 2 is distinguished from the Adult Probation Officer 3 by the Adult Probation Officer 3's full supervisory duties or responsibility for developing and coordinating a statewide program.

EXAMPLES OF DUTIES:

Write and complete a variety of assessment and report documents such as pre-sentence reports, petitions to revoke probation, parole reports, interstate compact reports, special incident reports, disciplinary reports, rescission hearing reports, anticipatory revocation, furlough applications, and program reports.

Assess offender risks and needs. Classify offenders; review and assess records from outside agencies such as juvenile authorities, Court System, treatment facilities, District Attorney, or Public Defender.

Provide sentence recommendation in writing and at court or at hearings proceedings.

Attend hearings to testify in court on offenders' efforts at rehabilitation and compliance with the terms of their sentences.

Evaluate the progress of offenders. Collaborate with institutional staff to develop a transition plan for offenders being released from prison. Work with offenders, field probation officers, and outside agencies to develop parole and release plans.

Work with offenders to establish personal goals and plans; encourage offenders and help motivate behavior change.

Provide consultation and advice to members of related professions and community organizations; coordinate, refer, and assist offenders with residential and treatment program placement.

Explain supervision requirements and conditions to offenders and family. Monitor and evaluate behaviors and rehabilitation efforts to assess suitability for obtaining or remaining on probation/parole.

Work with people involved in offender's life such as family and employer to monitor behavior and compliance. Visit the offender at scheduled and unscheduled times at home, work, and service providers.

Conduct searches of the offender's person or residence for contraband. Obtain urine or breath samples from offenders. Re-arrest and transport offenders to correctional facility.

Maintain close liaisons with law enforcement agencies, prosecuting and defense attorneys, and appropriate agencies who are involved with offender rehabilitation.

Lead or mentor new Probation Officers, technical, or clerical staff.

KNOWLEDGE, SKILLS, AND ABILITIES:

Working knowledge of research techniques and the methods of compiling, analyzing, organizing, and reporting data.

Working knowledge of the principles, practices, and methods of probation, parole and institutional corrections in case management, pre-sentence report writing, investigation and acquisition of legal evidence.

Working knowledge of available social service programs, community resources, and public services.

Working knowledge of case management, casework, and investigating.

Some knowledge of the criminal justice system laws and regulations pertaining to probation, pre-parole, parole and related areas.

Some knowledge of the principles and techniques of adult rehabilitation, and/or therapeutic treatment practices of providing guidance and assistance.

Some knowledge of social and psychological principles of human development and behavior; social organization and environmental and cultural influences.

Ability to analyze situations, remain calm, and make sound decisions under conditions of stress or danger.

Ability to speak and write clearly and concisely.

Ability to work effectively under pressure.

Ability to establish and maintain cooperative working relationships with those contacted in the course of work.

Ability to work independently.

MINIMUM QUALIFICATIONS:

A bachelor's degree from an accredited college or university in any field

And

One year of entry level professional experience in probation, parole, criminal justice, juvenile justice, social services, criminal investigation, public safety or law enforcement, or as a social services case manager or counselor.

Or substitution:

Four years of paraprofessional experience in probation, parole, criminal justice, juvenile justice, social services, corrections, criminal investigation, public safety or law enforcement.

And

One year of entry level professional experience in probation, parole, criminal justice, juvenile justice, social services, criminal investigation, public safety or law enforcement, or as a social services case manager or counselor.

Or substitution:

Four years in any combination of post secondary education from an accredited college and paraprofessional experience in probation, parole, criminal justice, juvenile justice, social services, corrections, criminal investigation, public safety or law enforcement (3 semester or 4 quarter hours of post-secondary education are equal to one month of experience).

And

One year of entry level professional experience in probation, parole, criminal justice, juvenile justice, social services, criminal investigation, public safety or law enforcement, or as a social services case manager or counselor.

There is no substitution for the one year of professional experience.

Special Note:

At the time of employment a qualified applicant must: be 21 years of age and a United States citizen; have a high school or home school diploma recognized or certified by a state or a

local school district within a state as having met that state's graduation requirement; or have a General Educational Development certificate.

Possess a valid driver's license issued within the United States at time of appointment.

Individuals not continuously employed since February 9, 1991, by the State of Alaska Department of Corrections in a "correctional officer," "probation officer," or "parole officer" position, as defined by 13 AAC 85.900, are subject to requirements established by Alaska Police Standards Council (APSC). As a condition of continued employment, these individuals must obtain a basic correctional officer certificate issued by the APSC within 14 months of hire.

Any employment action that resulted in discharge, resignation in lieu of discharge, or discipline, must be disclosed at the time of application to vacancies within this classification. Applicants who fail to provide this information will be deemed to be ineligible for interview or further consideration. Applicants with an employment action that makes them ineligible for certification under APSC regulations will be ineligible to receive an interview or further consideration.

For purposes of the minimum qualifications for this job class, "misdemeanor" means:

- 1) A crime classified as a misdemeanor in Alaska at the time the crime was committed.
- 2) A crime committed in another jurisdiction for which there was a conviction in that jurisdiction by a civilian or military court is a "misdemeanor" conviction if the crime has elements similar to those of a misdemeanor under Alaska law at the time the offense was committed.
- 3) An offense punishable as a misdemeanor in Alaska or under the law of another jurisdiction, that results in a completed suspended imposition of sentence, expungement of record, or a pardon, is considered a "misdemeanor" conviction unless the offense was committed by the person before the age of 21.

A qualified applicant may not:

Have been convicted of any felony or a misdemeanor crime of domestic violence by a civilian court of Alaska, the United States, another state or territory, or by a military court.

Have been convicted during the past ten (10) years by a civilian court of Alaska, the United States, another state or territory, or by a military court of a crime of dishonesty or moral turpitude, of a crime that resulted in serious physical injury to another person, or of two or more driving under the influence offenses.

Have illegally manufactured, transported, or sold a controlled substance during the past 10 years, provided you were under 21 years of age at the time.

Have illegally used a Schedule IA, IIA, IIIA, IVA, or VA controlled substance during the past 5 years, provided you were at least 21 years of age at the time.

Have used marijuana during the last year, provided you were at least 21 years of age at the time.

Have been denied certification by the Alaska Police Standards Council or the responsible certifying agency in any other issuing jurisdiction unless the denial, revocation, or surrender has been rescinded by the council under 13 AAC 85.270 or by the responsible certifying agency of the issuing jurisdiction.

Have ever used a controlled substance while employed as a certifiable municipal, state, federal peace officer, correctional officer, adult probation officer, or military law enforcement officer.

SALARY RANGE:

16

AKPAY CODE:

P4343



Adult Probation Officer 3

Class Code:
PJ0403

STATE OF ALASKA
Established Date: Apr 30, 1970
Revision Date: Jun 2, 2021

GENERAL DESCRIPTION:

Series Description:

The Adult Probation Officers perform, supervise, manage, or administer probation/parole functions and services for an adult offender population in an institutional or community setting.

Class Definition:

The Adult Probation Officer 3 is the advanced level in the series. Incumbents plan, supervise, perform, and ensure the delivery of probation/parole services, programs, and functions.

Distinguishing Characteristics:

The Adult Probation Officer 3 performs advanced level work in the probation/parole occupational field under one of three options:

Option 1: The Adult Probation Officer 3 is the first line supervisor responsible for the day-to-day operation of a unit or field office that consists of professional staff. Incumbents plan, manage, direct, and oversee the probation/parole work for the unit or office, and are responsible for ensuring the accuracy of the work performed by staff. Positions assign and review work, and evaluate performance and methods. Under this option, the Adult Probation Officer 3 is a supervisory class with substantial responsibility for the exercise of independent judgment in employing, disciplining, or adjudicating grievances of subordinates.

Option 2: The Adult Probation Officer 3 manages a rural (remote location) probation office. Incumbents are primarily responsible for performing the full range of case supervision, including specialized caseloads such as sex offenders or offenders with mental illness, while overseeing and providing services to remote communities over a large geographical area. APOs in a rural location manage the day-to-day operations of an office with little support staff. Under this option the Adult Probation Officer 3 is a supervisory class with substantial responsibility for the exercise of independent judgment in employing, disciplining, or adjudicating grievances of subordinates. Incumbents may supervise technical or professional staff.

Option 3: The Adult Probation Officer 3 is a program specialist whose primary purpose is to assist managers with the coordination and delivery of a specific program service or function. The advanced level work is defined by characteristics such as: serving as the primary contact for a specific program or functional area; providing program information and guidance to staff or outside agencies; the need to comprehend and work with other state or federal regulations; and having decision making authority for matters related to program implementation. As a program specialist the incumbent has a comprehensive working knowledge of the technical

aspects of the program and regularly serves as an advisor to provide support and guidance to staff or agency personnel.

Under all options incumbents develop and implement internal policies and procedures. The work requires the consistent evaluation and assessment of work product and processes and the ability to make sound judgments and exercise discretion in order to effectively recommend actions, resolve problems, and make independent decisions that directly impact the ability to deliver probation/parole services. Some positions at this level manage a caseload.

The Adult Probation Officer 3 is distinguished from the Adult Probation Officer 2 by the Adult Probation Officer 2's performance of a wide variety of duties typically associated with providing probation/parole services or functions rather than directing and assigning work, evaluating program delivery, and providing technical guidance to staff.

The Adult Probation Officer 3 is distinguished from the Adult Probation Officer 4 by the Adult Probation Officer 4's greater scope of responsibility for overseeing the operations of multiple units, offices, or programmatic functions, and by the primary focus on the managerial and administrative aspects of the work and emphasis on program delivery, goals, development, and quality control.

EXAMPLES OF DUTIES:

Supervisor and rural office manager:

Hire, train staff; evaluate the work of subordinates; take or effectively recommend disciplinary actions; investigate and respond to employee complaints and grievances.

Identify and make recommendations to senior staff on training, personnel, and resources needed to successfully operate a probation/parole unit or office.

Recommend training strategies or plans; develop assessment tools to aid in developing successful training procedures and methods. Assist senior managers to identify relevant organizational issues and develop solutions.

Develop, review, update, and approve internal operating procedures and ensure compliance by staff under their supervision. Implement internal policies and procedures, and guidelines.

Provide data and information to managers for management reports.

Ensure quality control by implementing internal controls such as audits and reviews; provide staff with provides consultation and feedback.

Evaluate unit's progress and makes necessary organizational and procedural changes. Adjust work assignments in order to accommodate any changes in staffing, the law, regulations, policies, procedures, and/or workloads.

Serve as the initial point of contact of the work performed in a unit, office, or specialized program or functional area.

Identify, research, and analyze problems and issues associated with the unit operations or program implementation; develop methods for evaluating, and assessing the needs; develop methods and procedures for measuring and analyzing benefits, and goal achievements.

Serve as a contact to community representatives, agencies, and other organizational entities for the purpose of identifying issues, analyzing needs, obtaining and coordinating delivery of services.

Program Specialist:

Serve as a program specialist and provide advanced expertise in a specific program or function such as the Interstate Compact or statewide Parole Board.

Implement program policy and procedure. Function as liaison and consultant and provide technical assistance and recommendations to staff or Board members regarding probation or parole issues.

Review for accuracy and completeness all parole release plans submitted by institutional Probation Officers.

Process interstate compact applications. Coordinate the supervision of probationers and paroles across state lines with other states.

Provide staff support to Parole Board members. Coordinate and develop Parole Board hearings in specific geographical areas. Meet with the Parole Board members to consult with and advise on parole conditions; restrictions or special conditions; procedures and legal rights.

Review all hearing packets for accuracy and completeness. Ensure time accounting and parole eligibility issues are accurate and that legal, statutory, and regulatory mandates are met in Board hearings by Adult Probation Officers, DOC, and Parole Board members.

Serve as hearing officer in quasi-judicial preliminary hearings under the Board's authority.

Process clemency applications for the Office of the Governor. Investigate all clemency applications; respond to all requests for clemency information; conduct thorough investigations and inquiries with law enforcement agencies, families etc.; prepare final report with recommendations for the Executive Clemency Advisory Committee.

Provide reports on current status of parole issues and caseload/parolee specific questions; review, develop, and assess parole statistics.

KNOWLEDGE, SKILLS, AND ABILITIES:

Considerable knowledge of the principles, practices, and methods of probation, parole and institutional corrections in case management, pre-sentence report writing, investigation and acquisition of legal evidence.

Considerable knowledge of available social service programs, community resources, and public services.

Working knowledge of social and psychological principles of human development and behavior; social organization and environmental and cultural influences.

Working knowledge of the criminal justice system and laws and regulations pertaining to probation, pre-parole, parole and related areas

Working knowledge of the principles and techniques of adult rehabilitation, probation or social casework and/or therapeutic treatment and practices of counseling, and placement.

Working knowledge of organizational structures, workflow, staffing plans, forms, and procedures.

Working knowledge of office practices and procedures.

Working knowledge of supervisory, management, and training principles and techniques.

Ability to analyze complex issues and situations, draw logical conclusions, and propose viable solutions and courses of action.

Ability to supervise, train and direct subordinate staff.

Ability to develop and maintain effective relationships with a variety of individuals.

Ability to deal firmly and tactfully with employees and managers.

Ability to work effectively and independently under pressure.

MINIMUM QUALIFICATIONS:

A bachelor's degree from an accredited college or university in any field

And

Two years of professional experience, of which one was at the journey level, in probation, parole, criminal justice, juvenile justice, social services, criminal investigation, public safety or law enforcement, or as a social services case manager or counselor.

Or substitution:

Four years of paraprofessional experience in probation, parole, criminal justice, juvenile justice, social services, corrections, criminal investigation, public safety or law enforcement.

And

Two years of professional experience, of which one was at the journey level, in probation, parole, criminal justice, juvenile justice, social services, criminal investigation, public safety or law enforcement, or as a social services case manager or counselor.

Or substitution:

Four years in any combination of post secondary education from an accredited college and paraprofessional experience in probation, parole, criminal justice, juvenile justice, social services, corrections, criminal investigation, public safety or law enforcement (3 semester or 4 quarter hours of post-secondary education are equal to one month of experience).

And

Two years of professional experience, of which one was at the journey level, in probation, parole, criminal justice, juvenile justice, social services, criminal investigation, public safety or law enforcement, or as a social services case manager or counselor.

There is no substitution for the two years of professional experience.

Special Note:

At the time of employment a qualified applicant must: be 21 years of age and a United States citizen; have a high school or home school diploma recognized or certified by a state or a local school district within a state as having met that state's graduation requirement; or have a General Educational Development certificate.

Possess a valid driver's license issued within the United States at time of appointment.

Individuals not continuously employed since February 9, 1991, by the State of Alaska Department of Corrections in a "correctional officer," "probation officer," or "parole officer"

position, as defined by 13 AAC 85.900, are subject to requirements established by Alaska Police Standards Council (APSC). As a condition of continued employment, these individuals must obtain a basic correctional officer certificate issued by the APSC within 14 months of hire.

Any employment action that resulted in discharge, resignation in lieu of discharge, or discipline, must be disclosed at the time of application to vacancies within this classification. Applicants who fail to provide this information will be deemed to be ineligible for interview or further consideration. Applicants with an employment action that makes them ineligible for certification under APSC regulations will be ineligible to receive an interview or further consideration.

For purposes of the minimum qualifications for this job class, "misdemeanor" means:

- 1) A crime classified as a misdemeanor in Alaska at the time the crime was committed.
- 2) A crime committed in another jurisdiction for which there was a conviction in that jurisdiction by a civilian or military court is a "misdemeanor" conviction if the crime has elements similar to those of a misdemeanor under Alaska law at the time the offense was committed.
- 3) An offense punishable as a misdemeanor in Alaska or under the law of another jurisdiction, that results in a completed suspended imposition of sentence, expungement of record, or a pardon, is considered a "misdemeanor" conviction unless the offense was committed by the person before the age of 21.

A qualified applicant may not:

Have been convicted of any felony or a misdemeanor crime of domestic violence by a civilian court of Alaska, the United States, another state or territory, or by a military court.

Have been convicted during the past ten (10) years by a civilian court of Alaska, the United States, another state or territory, or by a military court of a crime of dishonesty or moral turpitude, of a crime that resulted in serious physical injury to another person, or of two or more driving under the influence offenses.

Have illegally manufactured, transported, or sold a controlled substance during the past 10 years, provided you were under 21 years of age at the time.

Have illegally used a Schedule IA, IIA, IIIA, IVA, or VA controlled substance during the past 5 years, provided you were at least 21 years of age at the time.

Have used marijuana during the last year, provided you were at least 21 years of age at the time.

Have been denied certification by the Alaska Police Standards Council or the responsible certifying agency in any other issuing jurisdiction unless the denial, revocation, or surrender has been rescinded by the council under 13 AAC 85.270 or by the responsible certifying agency of the issuing jurisdiction.

Have ever used a controlled substance while employed as a certifiable municipal, state, federal peace officer, correctional officer, adult probation officer, or military law enforcement officer.

SALARY RANGE:

AKPAY CODE:

P4344