



4. All documentation associated with the recent promotion of Trooper Amanda Willis to Sergeant along with documentation of all other applicants for that promotional opportunity (I realize this may be included within # 1 above, but I want to make certain this promotion in particular is not somehow missed among the group).

State Police Commission
 Post Office Box 66555
 Baton Rouge, Louisiana 70896-6555

OFFICIAL CERTIFICATION OF ELIGIBLES

			CERTIFICATION NO. 22-1559
ISSUE DATE 07/08/2022	EXPIRATION DATE 08/23/2022	REQUISITION NO. 220041	NUMBER OF VACANCIES 1
JOB TITLE State Police Sergeant		ANNOUNCEMENT NO. 1186	TYPE OF APPOINTMENT Promotional
LOCATION LAKE CHARLES/CALCASIEU		OFFICE TROOP D	
ISSUED TO HUMAN RESOURCE ADMINISTRATOR DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS POST OFFICE BOX 66614 BATON ROUGE, LOUISIANA 70896-6614		ISSUE BY  Jason Hannaman, Executive Director	
IF YOU WISH TO CANCEL THIS CERTIFICATE, PLACE A CHECK MARK ON THIS LINE			
	SCORE	ACTION	APPOINTMENT EFFECTIVE DATE
Daniel Fontenot	[REDACTED]	C	
Andrew Leonards	[REDACTED]	C	
Alexander Wiltz	[REDACTED]	C	
J. Amanda Willis	[REDACTED]		1
Brock D. Moses	[REDACTED]	C	
*****NOTE: THIS LIST CONTAINS ALL APPLICANTS*****			
SIGNATURE OF APPOINTING AUTHORITY 		DATE 7/21/22	

State of Louisiana
Department of Public Safety and Corrections - Public Safety Services

INTERVIEW SUMMARY FORM

JOB TITLE: State Police Sergeant (7017922)

ANNOUNCEMENT NO/CERTIFICATE NO: 22-1559

BUDGET UNIT: Office of State Police

SECTION/UNIT: Troop D / Lake Charles

APPLICANTS SELECTED:

NAME	ETHNICITY			RACE CATEGORY						SEX	REASON FOR SELECTION	
	1.HISP/LAT	2.NOT HISP/LAT	3.DECLINED TO STATE	4.IND/AK	5.ASIAN	6.AFR/AM	7.HI/PI	8.WHITE	9.DECLINED TO STATE			10.M/F
J. Amanda Willis		X						X			F	Training, experience and job performance.

1=Hispanic/Latino; 2=NOT Hispanic/Latino; 3=Declined to State; 4=American Indian/Alaskan Native; 5=Asian; 6=Black/African American; 7=Native Hawaiian/Other Pacific Islander; 8=White; 9=Declined to State; 10=Sex- Male/Female; 11=Interviewed-Yes/No

APPLICANTS NOT SELECTED:

NAME	ETHNICITY			RACE CATEGORY						SEX	INTERVIEWED	COMMENTS (Interviewed, Declined Position, Failed to Report for Interview, etc.)	
	1.HISP/LAT	2.NOT HISP/LAT	3.DECLINED TO STATE / UNKNOWN	4.IND/AK	5.ASIAN	6.AFR/AM	7.HI/PI	8.WHITE	9.DECLINED TO STATE / UNKNOWN				10.M/F
Daniel Fontenot		X						X			M	Yes	Interviewed
Andrew Leonards		X						X			M	Yes	Interviewed
Alexander Witz		X						X			M	Yes	Interviewed
J. Amanda Willis		X						X			F	Yes	Interviewed
Brock D. Moses		X						X			M	Yes	Interviewed
TOTAL:													

1=Hispanic/Latino; 2=NOT Hispanic/Latino; 3=Declined to State; 4=American Indian/Alaskan Native; 5=Asian; 6=Black/African American; 7=Native Hawaiian/Other Pacific Islander; 8=White; 9=Declined to State; 10=Sex- Male/Female; 11=Interviewed-Yes/No

Tamara H. Davis

Interviewing Supervisor Signature

7/21/22

Date

[Signature]

HR Analyst

7/27/22

Date

To be completed by HR Analyst: Date Vacancy Filled: 7/20/22 HR Transaction: Promotion (Prob. Appt., Job Appt., Rest. Appt., Promotion etc.)
 Total Number of Applicants: 1 # Qualified Applicants 5 # Non-Qualified Applicants 0 Certifiable Score List: -Yes No
 Internal Movement (within PSS) (or) External Movement (from another State Agency or Outside State Government)
 Source(s) of Advertising: SP Comm (SPS Comm., C.S. Job Search, PSS Job Vacancy Announcement, Newspaper, LA Dept. of Labor, etc.)

SUMMARY SHEET FOR JOB SEARCH ANNOUNCEMENTS

Type of Announcement: Promotion
 Job Title: SP SERGEANT

Announcement # 1186
 Budget Unit: State Police
 Section: S P TROOP D
 Date Application Forwarded:

Supervisor:

Closing Date: 08/23/2022

Preferred Qualifications:

Add Applicant

Name	Ethnicity	Race	Sex	Test Score 1	Test Score 2	WPM	Rejected(Missing	Eff
Willis, Julia	NOT HISP/LAT	WHITE	Female					07/1
Fontenot, Daniel	NOT HISP/LAT	WHITE	Male					
Leonardo, Andrew	NOT HISP/LAT	WHITE	Male					
Wiltz, Alexander	NOT HISP/LAT	WHITE	Male					
Moses, Brock	NOT HISP/LAT	WHITE	Male					

Request for
 Certificate of Eligibles
 SF 2 (8/05)

STATE OF LOUISIANA
 STATE POLICE COMMISSION

To State of Louisiana State Police Commission P. O. Box 66555 Baton Rouge, LA 70896-6555	FOR STATE POLICE COMMISSION USE ONLY - SF2 TRACKING Org ID: _____ Req # _____
	DATE _____ ACTION _____
CHECK DEPT. PREFERRED REEMPLOYMENT LISTS	C1 - To Applicant Records Supervisor
DATE: 06/30/2022	C2 - To Application Processing Unit
ORGANIZATION ID: 080041900	C4 - To Applicant Rec'ds Pending Announcement
REQUISITION NO.(6 DIGITS): 220041	C5 - To Applicant Records for certificate issue
ISIS Personnel Area Code: 419	C7 - Certificate issued # _____
LOCATION OF VACANCIES (City and Parish): Lake Charles, Calcasieu	C8 - Request Cancelled
JOB CODE AND TITLE: 07143130, State Police Sergeant	C9 - Returned to agency for correction
PAY LEVEL: P-2	Cert initials _____ Notes _____
NO. OF VACANCIES: 1	Existing Register Information
POSITION NUMBER(S): 7017922	Series/Card _____ No existing register _____
FORMER INCUMBENT(S): Brett Travis	_____ - CTS _____ - STE _____ - ANN* _____ - OTH*
Please check ONLY ONE box	Is there a Dept Preferred Re-employment List? Y N
APPOINTMENT TYPE	J S Posting Info : A J Cons _____
<input checked="checked" type="radio"/> Probational	SPECIAL REQUIREMENTS AND JUSTIFICATION: Please post this vacancy for 7 days.
Job	
<input type="radio"/> Promotional	
If Promotion, Promotional Zone requested	
Troop D	
ORG ID - CONTACT PERSON - MAILING ADDRESS	REQUESTING OFFICER:
TELEPHONE - EMAIL ADDRESS	Paul Tran
080041900	TITLE OF REQUESTING OFFICER:
DPS---HUMAN RESOURCES	Human Resources Analyst
P O BOX 66614	SIGNATURE OF REQUESTING OFFICER:
BATON ROUGE LA 70896	<i>Paul Tran</i>
(225) 925-6067	

Patrol - Troop D - Sergeant Vacancy (7017922)

Natasha Demoulin

Reply all |

Today 3:52 PM

DPS HRDocuments; Chavez Cammon; Gregory Graphia; Ginger Krieg; Debbie Griens; Jason Hant

Inbox

Action Items

LTC Cammon has approved this request. Please post this vacancy for seven (7) days.

Thanks,
Tasha

AUTHORITY: LTC Chavez H. Cammon, Assistant Superintendent

Position # and Job Title: 7017922 - State Police Sergeant

Former Incumbent: Brett Travis

Section / Unit and Cost Center #: Troop D / 4191012277

Pay Level: P-2

Parish Domicile: Calcasieu

City: Lake Charles

Time Administrator Group #: 048

Reporting Category: 41900G0400

Time Entry Status: Positive

Work Schedule: 24/7

Direct Supervisor: Lt. Stephen Cyprien

Overview: This position serves as the Shift Sergeant at Troop D.

*Tasha Demoulin, Executive Assistant to
Lt. Colonel Chavez Cammon
Assistant Superintendent / Chief of Staff
Louisiana State Police
7919 Independence Blvd, A-9
Baton Rouge, LA 70806*

22-1559

1186

6/28/2022 - 7/5/2022

SERGEANT VACANCY ANNOUNCEMENT

IMPORTANT NOTICE: DISTRIBUTE TO ALL COMMISSIONED PERSONNEL

Opening Date: **JUNE 28, 2022**

Closing Date: **JULY 5, 2022**

Rank of Position: State Police Sergeant

Announcement No. 1186

Work Location: LAKE CHARLES / CALCASIEU
TROOP D
Position Number - 7017922

Number of Vacancies: **1**

OVERVIEW: This position serves as the Shift Sergeant at Troop D.

If you are interested in applying for this vacancy, please fill out the information below and forward this application to our office. The application may be sent via electronic mail (email) by completing and signing the application, scanning it into a PDF file, and then emailing the document to Debbie.Givens@la.gov. An electronic receipt / return receipt shall be selected when submitting your email for verification of delivery. (If you do not receive an email response from Debbie.Givens@la.gov, please contact the Commission to verify that your application has been received). The application must be received in our office by 4:00 p.m. central standard time (CT) the date this vacancy announcement closes. The application will be deemed timely when it is mailed on or before the due date. Timeliness of mailing shall be shown by an official United States postmark or by official receipt or certificate from the United States Postal Service, or bona-fide commercial mail services such as Federal Express or United Parcel Service, made at the time of mailing which indicates the date thereof. Hand deliveries must be received by 4:00 p.m. on the closing date of the announcement.

Minimum Qualification: Five years of experience as a Louisiana State Police Officer.

State Police Commission
P. O. Box 66555
Baton Rouge, Louisiana 70896
Phone (225) 925-7057

At the close of this announcement, a certificate of eligibles, consisting of the top seven grade groups from all interested applicants, will be compiled and forwarded to the appointing authority.

Print Name (Clearly)

Signature

Date

Social Security Number or Personnel #

Score

Email Address to receive confirmation

Availability forms will not be accepted by fax.