

Brooke Borden

From: Kheren Hernandez
Sent: Tuesday, April 07, 2015 8:34 AM
To: Lauren Ferreira
Cc: Stephen Stepp; Rick Facchine; Clinton Shannon; Ernie Carr; William Brandt; Chris Barca; Jack Schnur
Subject: Final Job Offer - Police Officer

Lauren,

Please extend a final job offer to Nouman K. Raja, Edgar Batista-Martinez and Brian Tiyaloglu for the position of Police Officer. Nouman K. Raja's salary will be \$51,897, 5% above the starting salary due to his exceptional experience and qualifications. Edgar Batista-Martinez and Brian Tiyaloglu will have a starting salary of \$49,426. Their start date will be Monday, April 13th. Please have them report to Sgt. Sheehan at 8:00 AM. The background investigation reports have been scanned into the HR Drop Box.

Thanks,

Kheren L. Hernandez
Administrative Operations Coordinator
Palm Beach Gardens Police Department
10500 N. Military Trail
Palm Beach Gardens, FL 33410
Tel: (561) 799-4416
khernandez@pbgfl.com

Brooke Borden

From: Lauren Ferreira
Sent: Wednesday, March 04, 2015 3:59 PM
To: [REDACTED]
Subject: Initial Job Offer - Raja

Dear Sergeant Raja,

The purpose of this letter is to make an initial job offer to you for the position of Police Officer with the City of Palm Beach Gardens. You are now entering the second phase of the employment process. This is a conditional job offer based on the opening of a position created by the March 19th retirement of a police officer, and will require your successful completion of the background investigation. This may include a physical examination, drug screen, psychological and voice-stress analysis examinations.

We will contact you soon to schedule these exams. Upon completion of the process, you will be notified of your status. If you have questions, please contact our Senior Human Resources Generalist, Lauren Ferreira, at 561.799.4117.

Sincerely,

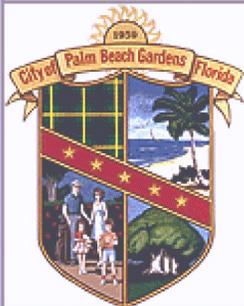


Sheryl L. Stewart
Human Resources Administrator

Lauren Ferreira, PHR | Senior HR Generalist

City of Palm Beach Gardens | 10500 N. Military Trail | Palm Beach Gardens, FL 33410
O: 561.799.4117 | F: 561.799.4170 | www.pbgfl.com

EMPLOYMENT APPLICATION



CITY OF PALM BEACH GARDENS
 10500 N Military Trail
 Palm Beach Gardens, Florida 33410
 (561) 799-4223
<http://www.pbqfl.com>

Raja, Nouman k
15-909032 POLICE OFFICER

Received: 2/4/15 7:52 PM
For Official Use Only:
 QUAL: _____
 DNQ: _____
 Experience
 Training
 Other: _____

PERSONAL INFORMATION

POSITION TITLE: POLICE OFFICER		EXAM ID#: 15-909032
NAME: (Last, First, Middle) Raja, Nouman k		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
HOME PHONE: [REDACTED]	ALTERNATE PHONE: [REDACTED]	EMAIL ADDRESS: [REDACTED]
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: FL Number: [REDACTED]	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

PREFERENCES

PREFERRED SALARY:	ARE YOU WILLING TO RELOCATE? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends, On Call (as needed)	
OBJECTIVE: to be employed full time as a Police Officer by Palm Beach Gardens Police.	

EDUCATION

DATES: From: 3/2012 To: Present	SCHOOL NAME: Palm Beach State College	DEGREE RECEIVED: No Degree
LOCATION:(City, State) Lake worth, Florida	DID YOU GRADUATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	UNITS COMPLETED: 1 - Semester
MAJOR: criminal justice		
DATES: From: 9/2004 To: 12/2004	SCHOOL NAME: ITT Tech	DEGREE RECEIVED: Vocational
LOCATION:(City, State) Ft. Lauderdale, Florida	DID YOU GRADUATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	UNITS COMPLETED: 1 - Semester
MAJOR: electronic eng		
DATES: From: 9/1992 To: 5/1995	SCHOOL NAME: Mechanicsburg Area High School	DEGREE RECEIVED: High School Diploma
LOCATION:(City, State) Mechanicsburg, Florida	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

WORK EXPERIENCE

DATES: From: 4/2014 To: Present	EMPLOYER: Palm Beach State College (Police Academy)	POSITION TITLE: Adjunct instructor
ADDRESS: (Street, City, State, Zip Code) 4200 S Congress Ave, Lake Worth, Florida 33461		COMPANY URL: www.palmbeachstate.edu
PHONE NUMBER: (561) 967-7222	SUPERVISOR: Julie Cardinal - academy coordinator	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 24	SALARY: \$3,200.00/month	# OF EMPLOYEES SUPERVISED: 0

DUTIES: instructor for police academy for the following topics general firearms driving first aid		
REASON FOR LEAVING:		
DATES: From: 5/2008 To: Present	EMPLOYER: Atlantis Police Department	POSITION TITLE: Sergeant
ADDRESS: (Street, City, State, Zip Code) 260 Orange tree dr., atlantis, Florida 33462		COMPANY URL: http://www.atlantisfl.gov/Pages/AtlantisFL_Police/index
PHONE NUMBER: [REDACTED]	SUPERVISOR: Robert Mangold - Chief	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 42	SALARY: \$5,100.00/month	# OF EMPLOYEES SUPERVISED: 3
DUTIES: Road Patrol Sergeant, In charge of traffic, Training, Firearms instructor, vehicle ops instructor, general instructor, IT support for mobile units, maintenance of in car video systems. weapons armor.		
REASON FOR LEAVING: Pursue my career in Law Enforcement.		
DATES: From: 11/2007 To: 12/2007	EMPLOYER: Jiffy Lube	POSITION TITLE: service tech
ADDRESS: (Street, City, State, Zip Code) 5136 W Atlantic Ave, Delray Beach, Florida 33484		COMPANY URL: www.jiffylube.com
PHONE NUMBER: (561) 496-1521	SUPERVISOR: Vinny - Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 8	SALARY: \$256.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Service Tech, greet customers, sell products and services.		
REASON FOR LEAVING: Concentrate on studies		
DATES: From: 2/2007 To: 11/2007	EMPLOYER: Atlas Systems Inc.	POSITION TITLE: Install manager
ADDRESS: (Street, City, State, Zip Code) 14460 Hickory Court, Davie, Florida 33325		COMPANY URL:
PHONE NUMBER: (954) 607-8794	SUPERVISOR: Leda Miele - owner	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 60	SALARY: \$2,500.00/month	# OF EMPLOYEES SUPERVISED: 14
DUTIES: Install manager, oversee new commercial accounts during construction.		
REASON FOR LEAVING: to pursue a career in law enforcement.		
DATES: From: 10/2006 To: 2/2007	EMPLOYER: Melon Security and Sound Systems Inc.	POSITION TITLE: Service tech
ADDRESS: (Street, City, State, Zip Code) 7922 Coral St., Lantana, Florida 33462		COMPANY URL: mellonsss.com
PHONE NUMBER: (561) 586-7246	SUPERVISOR: Lori Barrett - Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$2,000.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Install alarm systems, audio video equipment, cctv and phone systems.		
REASON FOR LEAVING: Better benefits and pay		
DATES: From: 3/2006 To: 10/2006	EMPLOYER: Atlas Systems Inc.	POSITION TITLE: service tech
ADDRESS: (Street, City, State, Zip Code) 14460 Hickory Court, Davie, Florida 33325		COMPANY URL:
PHONE NUMBER: (954) 607-8794	SUPERVISOR: Leda Miele - Owner	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$2,000.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Install and service alarm systems, audio video equipment, cctv, phone systems, card access systems and fire alarms.		
REASON FOR LEAVING: Stable work and pay		
DATES: From: 2/2005 To: 3/2006	EMPLOYER: Coastal Security Systems Inc.	POSITION TITLE: Service tech

ADDRESS: (Street, City, State, Zip Code) 6251 Park of Commerce Blvd. Suite A, Boca Raton, Florida 33487		COMPANY URL:
PHONE NUMBER: (561) 998-1839	SUPERVISOR: Nicole Miller - Install Manager	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$1,800.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Service tech and warranty claims on new alarm systems, audio video and cctv systems.		
REASON FOR LEAVING: Company was sold		
DATES: From: 10/2004 To: 2/2005	EMPLOYER: WBE of Florida Inc. D.B.A. Ranger American	POSITION TITLE: installer
ADDRESS: (Street, City, State, Zip Code) 2118 Corporate Dr., Boynton Beach, Florida 33246		COMPANY URL:
PHONE NUMBER: (561) 374-8998	SUPERVISOR: Mark Dunn - Install Manager	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$1,500.00/month	# OF EMPLOYEES SUPERVISED: 0
DUTIES: Pre wire new construction homes for alarm systems.		
REASON FOR LEAVING: Company closed Florida offices		
DATES: From: 5/2003 To: 9/2004	EMPLOYER: Pauldings Kawasaki	POSITION TITLE: General Manager
ADDRESS: (Street, City, State, Zip Code) 98 West Post Rd., White Plains, New York 10606		COMPANY URL:
PHONE NUMBER: (914) 949-1993	SUPERVISOR: William Gallagher - Part owner	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 60	SALARY: \$2,000.00/month	# OF EMPLOYEES SUPERVISED: 8
DUTIES: Sales of new and used motorcycles. Payroll, warranty claims, customer service, ordering.		
REASON FOR LEAVING: Moved to Florida		
DATES: From: 4/2001 To: 5/2003	EMPLOYER: Cycle Therapy	POSITION TITLE: Parts Manager
ADDRESS: (Street, City, State, Zip Code) 540 West 38th st, New York, New York 10018		COMPANY URL:
PHONE NUMBER: (212) 947-7613	SUPERVISOR: Jacob Toledo - Owner	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 60	SALARY: \$2,000.00/month	# OF EMPLOYEES SUPERVISED: 4
DUTIES: Retail sales of Motorcycle parts and accessories		
REASON FOR LEAVING: Moved to Westchester county commute to long		

CERTIFICATES AND LICENSES

TYPE: NRA select fire instructor	
LICENSE NUMBER:	ISSUING AGENCY: NRA
TYPE: NRA pistol instructor	
LICENSE NUMBER:	ISSUING AGENCY: NRA
TYPE: Simunition scenario instructor	
LICENSE NUMBER:	ISSUING AGENCY: General Dynamics
TYPE: Critical incident instructor	
LICENSE NUMBER:	ISSUING AGENCY: Team One
TYPE: Active shooter instructor	
LICENSE NUMBER:	ISSUING AGENCY: Team One
TYPE: Vehicle ops instructor	

LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: Rifle armor	
LICENSE NUMBER:	ISSUING AGENCY: Bushmaster
TYPE: Firearms instructor	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: Instructor techniques	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: Gangs and security threats	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: Line supervision	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: EMT Certification	
LICENSE NUMBER:	ISSUING AGENCY: Health Career institute
TYPE: Building searches	
LICENSE NUMBER:	ISSUING AGENCY: Greenacres PD
TYPE: Spanish for Criminal Justice	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: Organized crime	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: Narcotics and dangerous drugs investigations	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: Interviews and Interrogations	
LICENSE NUMBER:	ISSUING AGENCY: PBCC
TYPE: CPR and AED	
LICENSE NUMBER:	ISSUING AGENCY: American Heart Institute
TYPE: TTY call recognition	
LICENSE NUMBER:	ISSUING AGENCY: PBC EOC
TYPE: 911 PSAP Equipment training	
LICENSE NUMBER:	ISSUING AGENCY: PBC EOC
TYPE: FEMA IS-00100 LEO intro to incident command	
LICENSE NUMBER:	ISSUING AGENCY: DHS
TYPE: FEMA IS-00700 National Incident Management	
LICENSE NUMBER:	ISSUING AGENCY: DHS
TYPE: DUI Testing	
LICENSE NUMBER:	ISSUING AGENCY: IPTM
TYPE: Radar and Laser speed	

LICENSE NUMBER:	ISSUING AGENCY: Palm Beach State College
TYPE: American Heart Association BLS Instructor	
LICENSE NUMBER:	ISSUING AGENCY:

Skills
OFFICE SKILLS: Typing: Data Entry:
OTHER SKILLS:
LANGUAGE(S): Pakistani Urdu - <input checked="" type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write Spanish - <input checked="" type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write Hindi - <input checked="" type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write Portuguese - <input checked="" type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write English - <input checked="" type="checkbox"/> Speak <input checked="" type="checkbox"/> Read <input checked="" type="checkbox"/> Write

ADDITIONAL INFORMATION
Nothing Entered For This Section

REFERENCES		
REFERENCE TYPE: Professional	NAME: Javier Garcia	POSITION: Police Officer
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Personal	NAME: John Chaves	POSITION: Agent
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]
REFERENCE TYPE: Personal	NAME: Heather Knisley	POSITION: Deputy
ADDRESS: (Street, City, State, Zip Code) [REDACTED]		
EMAIL ADDRESS: [REDACTED]		PHONE NUMBER: [REDACTED]

Agency-Wide Questions

- 1. If you have gone by any other legal name(s), please list:**
- 2. Have you ever been employed by the City of Palm Beach Gardens?**
No
- 3. If yes, please list the month and year:**
- 4. Do you have any relatives working for the City of Palm Beach Gardens?**
No
- 5. If yes, please list relatives name(s):**
- 6. Are you currently a member of a city board or committee?**
No
- 7. If yes, please list which board or committee:**
- 8. Did you serve in the U.S. Armed Forces?**
No
- 9. If yes, please list what branch and describe any relevant training to the position for which you are applying:**
- 10. Are you claiming Veterans' Preference? If so, please click here to fill out the Veterans' claim form. Also, remember to attach a copy of your DD214, or any other applicable documents required by the Florida Department of Veterans' Affairs.**
No
- 11. Are you at least 18 years of age? (If no, employment is subject to verification of age)**
Yes
- 12. Have you ever been convicted of a criminal offense, had adjudication of a crime withheld, or pled nolo contendere to a felony or first degree misdemeanor, or any criminal offense involving dishonesty or breach of trust?**
No
- 13. If yes, list where the conviction occurred, the date of the conviction, and describe the charges:**
- 14. If you have or have had a driver's license, have you ever had any of the following:**
Driving Violation/Traffic Citation within the last 10 years, Suspended License
- 15. If yes to any of the above (except "Not Applicable"), please list all details for each:**
2007 , citation by Boynton Beach PD for failure to Yield, dismissed in court.
06/24/2003, NYPD, Faulty Equipment/DL Suspended company truck
01/01/2001, NY Insurance lapse/ DL suspended
- 16. In accordance with the provisions of the American with Disabilities Act (ADA), are you able to perform the essential functions of the position you are applying for, with or without accommodation?**
Yes
- 17. If you request accommodation, please state the accommodation requested:**
- 18. Where did you hear about this opportunity?**
Employee

Job Specific Supplemental Questions

1. **Are you willing to undergo a complete background investigation, including, but not limited to: verification of information provided by you in this application, prior employment checks, credit check, character investigation, psychological examination, medical examination, drug testing, and truth verification via computerized voice stress analysis or polygraph?**
Yes
2. **Are you a currently certified law enforcement officer in Florida, or will you be eligible for certification by the date of hire? Answer yes to this question only if one of the following statements applies to you: - You have completed a Florida police academy or equivalent, passed the Florida law enforcement certification exam and are currently employed as a law enforcement officer in Florida or were so employed within the last four years. - You have completed a Florida police academy and passed the Florida law enforcement certification exam within the past four years. - You are currently attending or recently graduated from a Florida police academy and have not yet taken, but will be taking, the Florida law enforcement certification exam within the next 90 days. - You are a currently certified law enforcement officer in another state or federal agency or were so employed and have taken and passed the Florida law enforcement certification exam within the last four years.**
Yes
3. **Are you 19 years of age or older?**
Yes
4. **Are you a United States citizen?**
Yes
5. **Are you a high school graduate or have obtained a G.E.D.?**
High school graduate
6. **Have you ever been convicted of, or pled guilty or no contest to, a felony (including cases that were expunged, where a sentence was suspended or where adjudication was withheld)?**
No
7. **Have you ever received a Dishonorable Discharge from any of the Armed Forces of the United States?**
No
8. **Have you ever illegally tried, used or experimented with drugs including, but not limited to: marijuana, synthetic marijuana (e.g., bath salts), hashish, THC, amphetamines, methamphetamines, barbiturates, cocaine, crack cocaine, any derivative of cocaine, DMT, heroin, methadone, inhalants (nitrous oxide, glue, solvents, etc.), LSD, MDMA (Ecstasy, XTC, Molly, etc.), mescaline, methaqualone, opium or opium derivatives, painkillers (dilaudid, percodan, percocet, OxyContin, etc.), PCP, psilocybin (mushrooms), rohypnol (roofies), steroids, tranquilizers (diazepam, valium, Xanax, etc), Ritalin, or any other controlled substance? Illegal use does not include use lawfully prescribed for you by a licensed physician/dentist for a valid medical purpose and taken in accordance with the prescription instructions**
Yes
9. **If yes, provide the name of each drug used, and for each drug: the date first used, the date last used and the total number of times used:**
1995 used Marijuana, Senior Week Ocean City Maryland approximately 5 times.
10. **Have you ever been arrested?**
Yes
11. **If yes, indicate the date, charge, arresting agency and results of the charge.**
1995 at the age of 17 I was given a fine for disorderly conduct for high school senior prank in Mechanisburg PA.
12. **Are you now, or have you ever been, subject to any type of restraining order, including domestic violence injunctions?**
No
13. **If yes, provide complete details:**
14. **Do you have a valid Florida driver's license?**
Yes
15. **If no, list the state where you have a valid license (if hired, you must have a valid Florida license by the date of hire):**
16. **Has your driver's license ever been suspended, revoked or cancelled (in any state)?**
Yes
17. **If yes, indicate the date, reason, outcome and date of reinstatement**
06/24/2003, NYPD, Faulty Equipment/DL Suspended company truck , reinstated
01/01/2001, NY Insurance lapse/ DL suspended, switched insurance companies and the one did not report to dmv, dl reinstated.
18. **Do you have prior law enforcement or corrections experience?**
Yes
19. **If yes, are you currently or have you ever been subject to an investigation and/or discipline by/from the Florida Criminal Justice Standards and Training Commission or another state's law enforcement or corrections certification organization?**
No
20. **If yes, have you ever been fired or asked/forced to resign from a law enforcement or corrections position?**
No

PALM BEACH GARDENS POLICE DEPARTMENT
AUTHORIZATION TO ISSUE FIREARMS

Step 1 – Training Division to submit this form to the Chief of Police in conjunction with initial departmental firearms qualification for new recruits.

PERMISSION IS HEREBY REQUESTED TO HAVE THE QUARTERMASTER ISSUE THE NECESSARY EQUIPMENT FROM THE ARMORY IN ORDER FOR THE FOLLOWING NEW EMPLOYEE TO PARTICIPATE IN FIREARMS QUALIFICATION ON THE DATE INDICATED:

EMPLOYEE NAME

RANGE DATE

RAJA #438

April 14, 15, 2015

Submitted by: SERGEANT Joseph R. Sheehan #136
Training Division

Approved by: [Signature]
Stephen J. Stepp, Chief of Police

4-13-15
Date

**** Upon approval by Chief of Police, return form to Training Division.**

Step 2 – To be completed by Firearms Instructor.

SIR: THE INDIVIDUAL NAMED ABOVE HAS SUCCESSFULLY QUALIFIED WITH THE FOLLOWING WEAPON ON THE DATE INDICATED:

Glock 22
Weapon make and model

XHY-614
Serial No.

04-14-15
Date qualified

[Signature] 348
Signature and ID# of Firearms Instructor

**** Attach copy of Handgun Qualification Course score sheet and forward to the Chief of Police.**

Step 3 – After Chief of Police signs below, Chief's office will route as indicated.

ATTENTION QUARTERMASTER: PERMISSION IS HEREBY GRANTED TO ISSUE THE ABOVE-NAMED INDIVIDUAL THEIR ON-DUTY WEAPON AS INDICATED.

[Signature]
Stephen J. Stepp, Chief of Police

4-14-15
Date

ROUTING AND RETENTION:
ORIGINAL - EMPLOYEE FILE

COPY - TRAINING FILE

COPY - QUARTERMASTER

HEALTHCARE PROVIDER

HEALTHCARE PROVIDER

Healthcare Provider



Norman Raja

This card certifies that the above individual has successfully completed the cognitive and skills evaluations in accordance with the curriculum of the American Heart Association BLS for Healthcare Providers (CPR and AED) Program.

01/12/2015

01/2017

Issue Date

Recommended Renewal Date

Training Center Name **Emergency Medical Consultants** TC ID # **FL05170**

TC Info **Port St Lucie, FL, 34984, 772-878-3085**
City, State ZIP Phone

Course Location **JFK Medical Center**

Instructor Name **Stephen Cornell** Inst. ID # **04060073710**

Holder's Signature

© 2011 American Heart Association *Tampering with this card will alter its appearance.* 90-1801

→
**PEEL
HERE**
→

This card contains unique security features to protect against forgery.

BLS INSTRUCTOR

BLS INSTRUCTOR

BLS Instructor



→
PEEL
HERE
→

Nouman Raja

This card certifies that the above individual is an American Heart Association Basic Life Support (BLS) Instructor.

07/29/2014

Issue Date

08/2016

Expiration Date

TC Alignment HEALTH CAREER INSTITUTE TC ID # F 15006

TC Address 1764 N CONGRESS AVE, WPB, FL33409 561-586-0121
TC Phone

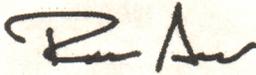
TC City, State HEALTH CAREER INSTITUTE ZIP

Instructor ID # Nouman Raja 07140260245

Holder's Signature

© 2011 American Heart Association Tampering with this card will alter its appearance. 90-1800

This card contains unique security features to protect against forgery.



RICK SCOTT
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

**THE COMMISSION ON
CRIMINAL JUSTICE STANDARDS
AND TRAINING**

Hereby awards to

Nouman K Raja

INSTRUCTOR CERTIFICATION

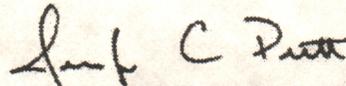
School 0

CERTIFICATION EXPIRATION DATE: March 31, 2017

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



ERNEST W. GEORGE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



JENNIFER C. PRITT, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

THE NATIONAL RIFLE ASSOCIATION OF AMERICA

CERTIFIES THAT

NOUMAN RAJA

*Has successfully met the requirements established by the
National Rifle Association of America and is hereby designated an*

NRA RANGE SAFETY OFFICER

RANGE SAFETY OFFICER



NRA

Edward J. Land, Jr.
EDWARD J. LAND, JR., SECRETARY
NATIONAL RIFLE ASSOCIATION

Valid through: 7/31/2016

PALM BEACH STATE COLLEGE

AWARD OF ACHIEVEMENT

Criminal Justice Institute

Nouman Raja

has successfully completed

Firearms Instructor Course



Date of Class: June 4-8, 2012
Contact Hours: 44
CEUs: 4.4

A blue ink signature of Joseph L. Schroeder, written in a cursive style.

Joseph L. Schroeder, Director



PALM BEACH STATE
COLLEGE

PALM BEACH STATE COLLEGE

AWARD OF ACHIEVEMENT

Criminal Justice Institute

Nouman Raja

has successfully completed

Instructor Techniques



Date of Class: November 7 - 17, 2011
Contact Hours: 64
CEUs: 6.4

A blue ink signature of Joseph L. Schroeder.

Joseph L. Schroeder, Director



PALM BEACH STATE COLLEGE

AWARD OF ACHIEVEMENT

Criminal Justice Institute



Nouman Raja

has successfully completed

Gangs & Security Threats Groups

Date of Class: October 31 – November 4, 2011
Contact Hours: 40
CEUs: 4.0

A blue ink signature of Joseph L. Schroeder.

Joseph L. Schroeder, Director



PALM BEACH STATE
COLLEGE

PALM BEACH STATE COLLEGE

AWARD OF ACHIEVEMENT

Criminal Justice Institute



Nouman Raja

has successfully completed

Line Supervision

Date of Class: September 26 - October 7, 2011

Contact Hours: 80

CEUs: 8.0

A blue ink signature of Joseph L. Schroeder, written in a cursive style.

Joseph L. Schroeder, Director



PALM BEACH STATE COLLEGE

AWARD OF ACHIEVEMENT

Criminal Justice Institute

Nouman Raja

has successfully completed

Vehicle Operations Instructor

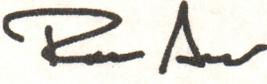


Date of Class: May 20-23, 2013
Contact Hours: 40
CEUs: 4.0

A blue ink signature of Joseph L. Schroeder.

Joseph L. Schroeder, Director





RICK SCOTT
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

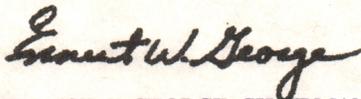
THE COMMISSION ON CRIMINAL JUSTICE STANDARDS AND TRAINING

Hereby awards to

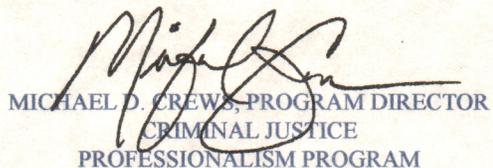
Nouman K Raja

**ADVANCED TRAINING CERTIFICATE
Gangs And Security Threat Groups
40 HOURS**

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



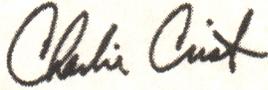
ERNEST W. GEORGE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



MICHAEL D. CREWS, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

November 4, 2011

44-2011-1163-4



CHARLIE CRIST
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

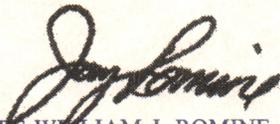
THE COMMISSION ON CRIMINAL JUSTICE STANDARDS AND TRAINING

Hereby awards to

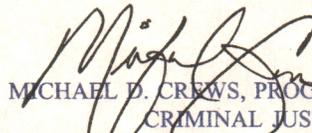
Nouman K Raja

**ADVANCED TRAINING CERTIFICATE
Spanish For Criminal Justice Professionals
40 HOURS**

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



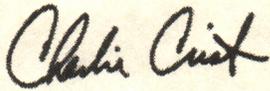
CHIEF WILLIAM J. ROMINE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



MICHAEL D. CREWS, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

March 25, 2010

44-2010-1165-1



CHARLIE CRIST
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

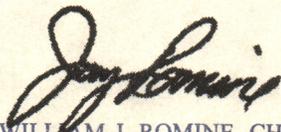
THE COMMISSION ON CRIMINAL JUSTICE STANDARDS AND TRAINING

Hereby awards to

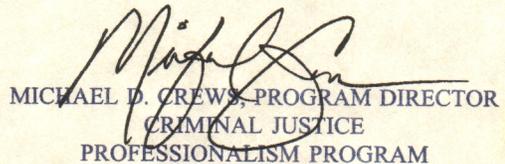
Nouman K Raja

ADVANCED TRAINING CERTIFICATE
Organized Crime
40 HOURS

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



CHIEF WILLIAM J. ROMINE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



MICHAEL D. CREWS, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

February 18, 2010

44-2010-054-1

PALM BEACH COMMUNITY COLLEGE

Criminal Justice Institute

Nouman Raja

has successfully completed

Organized Crime

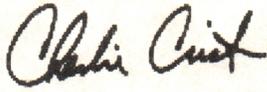


Date of Class: February 8-18, 2010
Contact Hours: 40
CEU's : 4.0

A blue ink signature of Joseph L. Schroeder, written in a cursive style.

Joseph L. Schroeder, Director





CHARLIE CRIST
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

THE COMMISSION ON CRIMINAL JUSTICE STANDARDS AND TRAINING

Hereby awards to

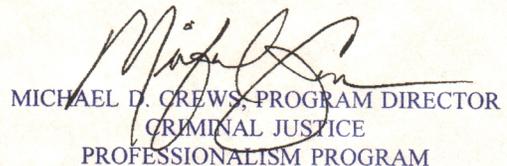
Nouman K Raja

ADVANCED TRAINING CERTIFICATE
Interviews And Interrogations
40 HOURS

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



CHIEF WILLIAM J. ROMINE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



MICHAEL D. CREWS, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

March 27, 2009

44-2009-047-1

PALM BEACH COMMUNITY COLLEGE
AWARD OF ACHIEVEMENT

Criminal Justice Institute

Nouman Raja

has successfully completed

Investigative Interviews



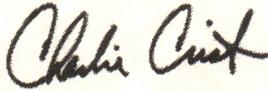
Date of Class: March 23-27, 2009

Contact Hours: 40

CEUs 4.0

Joseph L. Schroeder, Director





CHARLIE CRIST
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

THE COMMISSION ON CRIMINAL JUSTICE STANDARDS AND TRAINING

Hereby awards to

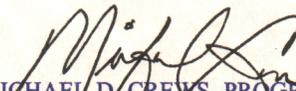
Nouman K Raja

**ADVANCED TRAINING CERTIFICATE
Laser And Radar Speed Measurement
40 HOURS**

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



CHIEF WILLIAM J. ROMINE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



MICHAEL D. CREWS, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

September 23, 2008

44-2008-1158-4

PALM BEACH COMMUNITY COLLEGE
AWARD OF ACHIEVEMENT

Criminal Justice Institute

Nouman Raja

has successfully completed

Laser & Radar Speed Measurement



Date of Class: September 8-23, 2008
Contact Hours: 40
CEUs 4.0

Julie B. Cardinal, Interim Director



PALM BEACH STATE COLLEGE

Criminal Justice Institute

Nouman Raja

has successfully completed

*Spanish for Criminal
Justice Professionals*



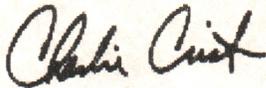
Date of Class: March 15-25, 2010
Contact Hours: 40
CEUs: 4.0

A blue ink signature of Joseph L. Schroeder.

Joseph L. Schroeder, Director



PALM BEACH STATE
COLLEGE



CHARLIE CRIST
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

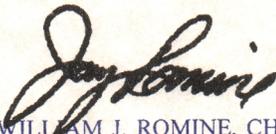
THE COMMISSION ON CRIMINAL JUSTICE STANDARDS AND TRAINING

Hereby awards to

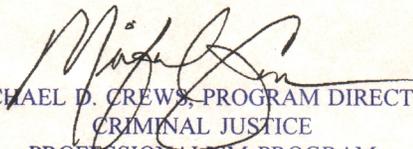
Nouman K Raja

ADVANCED TRAINING CERTIFICATE
Narcotics And Dangerous Drugs Investigations
40 HOURS

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



CHIEF WILLIAM J. ROMINE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



MICHAEL D. CREWS, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

April 16, 2009

44-2009-016-1

Palm Beach County Sheriff's Office

SPECIAL WEAPONS AND TACTICS CERTIFICATE OF ACHIEVEMENT

ADVANCED TRAINING

This is to certify that

Sergeant Nouman Raja

Has Successfully Attended

BASIC S.W.A.T. OPERATORS COURSE, 40-HOURS

from February 9, 2015 to February 13, 2015



[Signature]
LEAD INSTRUCTOR

[Signature]
SWAT COMMANDER





Training FOR THE REAL WORLD™

We recognize

Nouman Raja

has received instructions and has met the requirements for the

SIMUNITION® SCENARIO INSTRUCTOR

AND SAFETY CERTIFICATION COURSE

in the use and safe handling of SIMUNITION® FX® marking cartridges, Securiblack® cartridges, Protective Equipment, weapon conversion kits, CQT® ammunition as well as Scenario-based training development for application in Law Enforcement and Military Tactical training.

Location: Palm Beach State College Lake Worth, Florida

Instructor: *W. A. Salgado* *M. Patterson*

Class Dates: June 24 – 26, 2013 Expiration Date: June 26, 2016

SIMUNITION®



Certificate of Completion

This certificate is being presented to

Nowman Raja

*in recognition of successful completion of the
AR15/M16 Platform Armorer's Course*

This 7th day of February

Armorer School Instructor

L.E. Training Manager

Certificate Expires: February 2016



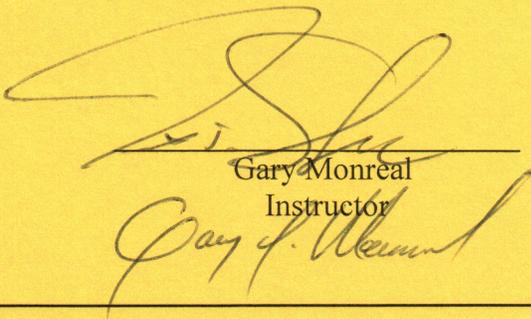
Hereby Certifies That

Nouman K. Raja

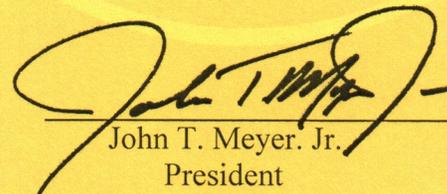
has satisfactorily completed 40 hours of instruction in

Active Shooter &
Critical Incident Response Instructor

Presented this 21st Day of June, 2013

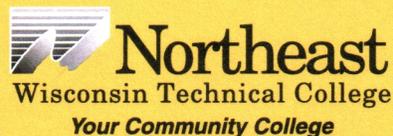


Gary Monreal
Instructor



John T. Meyer, Jr.
President

In conjunction with



Team One Network ■ 3900 Early Road ■ Harrisonburg, VA 22801
Phone: 540.437.7277 ■ Fax: 540.434.7796
E-mail: info@teamonenetwork.com ■ Web: www.teamonenetwork.com

PALM BEACH COMMUNITY COLLEGE
AWARD OF ACHIEVEMENT

Criminal Justice Institute

Nouman Raja

has successfully completed

*Narcotics & Dangerous
Drugs Investigations*

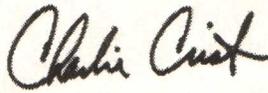


Date of Class: April 6-16, 2009
Contact Hours: 40
CEUs 4.0

A blue ink signature of Joseph Larry Schroeder.

Joseph Larry Schroeder, Director





CHARLIE CRIST
GOVERNOR



GERALD M. BAILEY,
COMMISSIONER
FLORIDA DEPARTMENT OF
LAW ENFORCEMENT

STATE OF FLORIDA

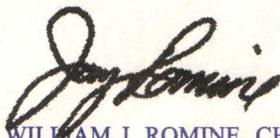
THE COMMISSION ON CRIMINAL JUSTICE STANDARDS AND TRAINING

Hereby awards to

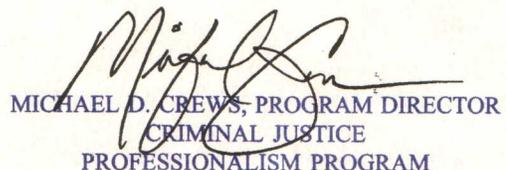
Nouman K Raja

**BASIC RECRUIT CERTIFICATE
CERTIFICATE OF COMPLIANCE
LAW ENFORCEMENT OFFICERS
802 HOURS**

For having fulfilled the requirements for training
as prescribed in Chapter 943
of Florida Statutes



CHIEF WILLIAM J. ROMINE, CHAIRMAN
CRIMINAL JUSTICE STANDARDS
AND TRAINING COMMISSION



MICHAEL D. CREWS, PROGRAM DIRECTOR
CRIMINAL JUSTICE
PROFESSIONALISM PROGRAM

June 19, 2008

276771

PALM BEACH COMMUNITY COLLEGE
AWARD OF ACHIEVEMENT

Criminal Justice Institute

Nouman K. Raja

has successfully completed

Basic Law Enforcement Academy # 132

November 5, 2007 - May 13, 2008



Patricia M. Kelly
Director



Blanca
Coordinator



Palm Beach Community College



Criminal Justice Institute

This Certifies that

Nouman Raja

*Has, from November 5, 2007, through May 12, 2008, Satisfactorily
Completed the Requirements for the*

**Basic Law Enforcement Academy
(766 Hours)**

*In Witness Whereof, we hereunto subscribe our names this
12th Day of May, two thousand and eight.*

Dennis P. Gallon

Dennis P. Gallon, President

Patrick M. Kelly

Patrick M. Kelly, Director

State of Florida

Department of Law Enforcement

Criminal Justice Information Services

Awards this certificate to



NOUMAN RAJA



As evidence of the successful completion of

CJIS Certification/Recertification

Given this day

July 31, 2008

This certificate expires two years from the date of issuance.

A handwritten signature in black ink, appearing to be "B.L.", positioned above a horizontal line.

Commissioner, Florida Department of Law Enforcement



Certificate of Completion

This certifies that

SGT. NOUMAN RAJA

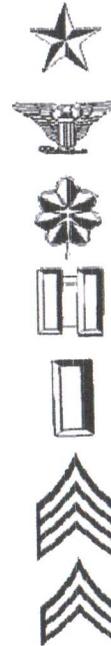
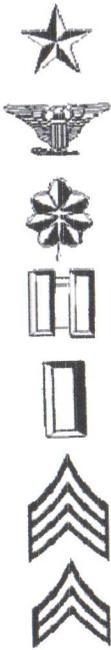
Has successfully completed

EXEMPLARY POLICE LEADERSHIP

Presented this 13 day of June, 2014

at

Greenacres Police Department, Florida



Tomas Sanchez

Tomas Sanchez, President
Police Uno LLC
International provider of police leadership



NATIONAL RIFLE ASSOCIATION OF AMERICA

CERTIFIES THAT

NOUMAN RAJA

**HAS MET THE REQUIREMENTS OF THE
NATIONAL RIFLE ASSOCIATION OF AMERICA
AND IS HEREWITH CERTIFIED AS A**

***Law Enforcement Firearms Instructor for
Select-Fire***

Issued this 21st day of November, 2013


Edward J. Land, Jr., NRA Secretary

THE NATIONAL RIFLE ASSOCIATION
OF AMERICA

This is to certify that

Nouman Raja

has successfully completed a

**National Rifle Association Law Enforcement
Select-Fire Instructor School (44 Hrs)**

sponsored by

**Palm Beach County Sheriff's Office
West Palm Beach, Florida**

Issued this 30 day of August, 2013



NRA School Instructor



NRA Secretary



National Rifle Association of America

Certifies that

NOUMAN RAJA

*Having successfully met the requirements established by the
National Rifle Association of America is hereby designated an*

NRA CERTIFIED INSTRUCTOR

and is authorized to teach the following basic courses:

Pistol

Refer to identification card for expiration date.


Edward J. Land, Jr. NRA Secretary

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

NOUMAN K RAJA

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00100.LE

**Introduction to the Incident Command System,
I-100 for Law Enforcement**

Issued this 30th Day of April, 2008

A handwritten signature in black ink, appearing to read "Cortez Lawrence".

Cortez Lawrence, PhD
Superintendent
Emergency Management Institute

Emergency Management Institute



FEMA

This Certificate of Achievement is to acknowledge that

NOUMAN K RAJA

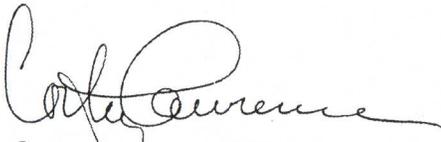
has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

IS-00700

**National Incident Management System
(NIMS), An Introduction**

Issued this 30th Day of April, 2008

0.3 CEU


Cortez Lawrence, PhD
Superintendent
Emergency Management Institute

CERTIFICATE OF ACCOMPLISHMENT

Presented to

Nouman Raja

awarded in recognition of successful completion of 40 hours of training for the

CRISIS INTERVENTION TEAM

PALM BEACH COUNTY CRIMINAL JUSTICE COMMISSION

Crisis Intervention Team Workgroup

and the

CIT PLANNING GROUP OF PALM BEACH COUNTY

Presented: March 11, 2011



Dorothy Kelleher

National Alliance for the Mentally Ill Palm Beach County Affiliate

[Signature]

CIT Planning Group

Institute of Police Technology and Management

UNIVERSITY OF NORTH FLORIDA

This is to certify that

Nouman K. Raja

has successfully completed the 24 hour training course

DUI Standardized Field Sobriety Testing

(Approved by the National Highway Traffic Safety Administration - NHTSA)

Conducted in West Palm Beach, Florida

September 15, 2008 - September 17, 2008





COURSE DIRECTOR





IPTM DIRECTOR

Institute of Police Technology and Management

UNIVERSITY OF NORTH FLORIDA

This is to certify that

Nouman K. Raja

has successfully completed the 24 hour training course

DUI Standardized Field Sobriety Testing

(Approved by the National Highway Traffic Safety Administration - NHTSA)

Conducted in West Palm Beach, Florida

March 18, 2009 - March 20, 2009





COURSE DIRECTOR





IPTM DIRECTOR

Institute of Police Technology and Management

UNIVERSITY OF NORTH FLORIDA

This is to certify that

Nouman K. Raja

has successfully completed the 8 hour training course

Workshop for the Development of Comprehensive Traffic Safety Programs

Conducted in Palm Beach Gardens, Florida

January 22, 2013



COURSE DIRECTOR



IPTM DIRECTOR

Certificate of Completion

This document certifies that

Nouman Raja

Has completed the course

9-1-1 PSAP Equipment Training

on this 6th day of June, 2008.

Certified by

Mark Adler

Mark Adler

(Instructor's Name)

9-1-1 Coordinator

(Title)

9-1-1 Management

(Agency)



Certificate of Completion

This document certifies that

Rouman Raja

Has completed the course

TTY Call Recognition and Processing

on this 6th day of June, 2008.

Certified by

Mark Adler

Mark Adler

(Instructor's Name)

9-1-1 Coordinator

(Title)

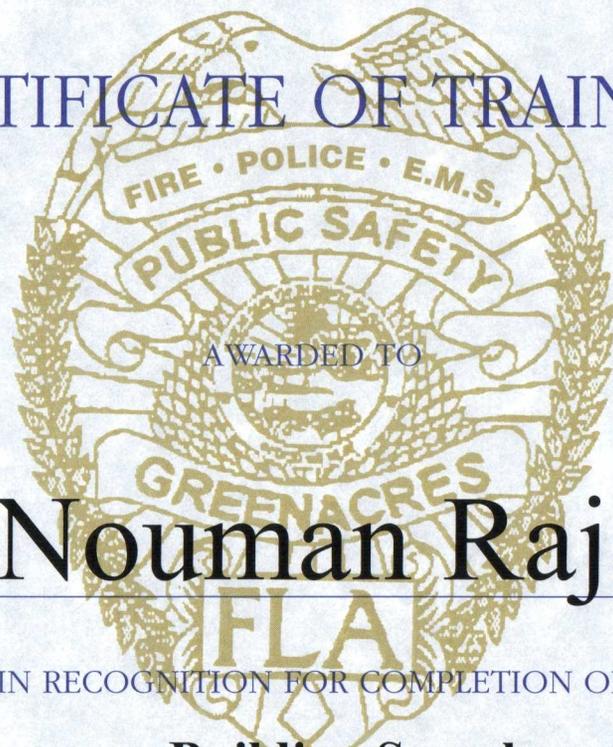
9-1-1 Management

(Agency)



City of Greenacres Department of Public Safety

CERTIFICATE OF TRAINING



AWARDED TO

Nouman Raja

IN RECOGNITION FOR COMPLETION OF

Building Searches

May 26, 2010 4 Hrs

DATE

Randy Asfure
INSTRUCTOR

Phillip A. Ludes

DIRECTOR

CITY OF GREENACRES DEPARTMENT OF PUBLIC SAFETY



A
CHILD
IS
MISSING



Certificate of Training

This Hereby Acknowledges That

Officer Nouman Raja
Atlantis Police Department

Has successfully completed 2 hours of course instruction on
A Child Is Missing Alert & Recovery Center Procedures.

Sherry Friedlander
Sherry Friedlander, ACIM Founder

April 26th, 2011
Date

AC# 6245154

STATE OF FLORIDA
DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	CERTIFICATION NO.	CONTROL NO.
11/20/2014	EMT 536869	200826

6245154

STATE OF FLORIDA DEPARTMENT OF HEALTH DIVISION OF MEDICAL QUALITY ASSURANCE	AC#	6245154
DATE	CERTIFICATION NO.	CONTROL NO.
11/20/2014	EMT 536869	200826

The EMERGENCY MEDICAL TECHNICIAN named below has met all requirements of the laws and rules of the state of Florida.

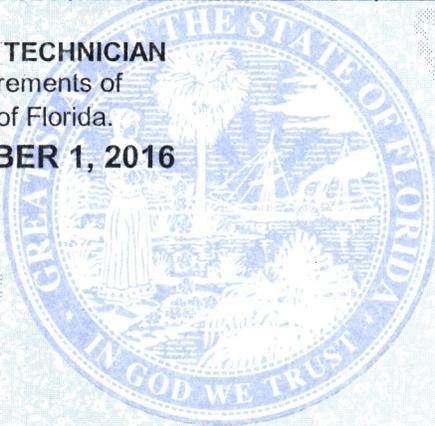
Expiration Date: DECEMBER 1, 2016

NOUMAN K RAJA

CERTIFICATE HOLDER SIGNATURE

The EMERGENCY MEDICAL TECHNICIAN named below has met all requirements of the laws and rules of the state of Florida.

Expiration Date: **DECEMBER 1, 2016**
NOUMAN K RAJA



Rick Scott
GOVERNOR

John H. Armstrong, MD, FACS
STATE SURGEON GENERAL

DISPLAY IF REQUIRED BY LAW

EXPIRATION DATE: DECEMBER 1, 2016

Your certificate number is **EMT 536869**, please use it in all correspondence with your board/council. Each certificate holder is solely responsible for notifying the department in writing of the certificate holder's current mailing address and practice location address. If you have not received your renewal notice 90 days prior to the expiration date shown on this certificate, please call (850) 488-0595.

Use this section to report name change. Name changes require legal documentation showing the name change. Please make sure that a photocopy of one of the following accompanies this form: a marriage license, a divorce decree or a court order.

Medical Quality Assurance offers you the convenience of several online services. These services give you the ability to renew your certificate, update your mailing and practice location addresses and update your profile information.

1. Go to www.FLHealthSource.gov
2. Click on "Provider Services"
3. Click on "Manage my License"
4. Select your profession
5. Enter the user ID and password that was provided to you on your initial certificate and click "Sign in using our secure server."
6. If you do not know your user ID and password, click on "Get Login Help?" or call our Customer Contact Center at (850) 488-0595 for assistance.

MAIL TO: DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE
LICENSURE SUPPORT SERVICES UNIT
P.O. BOX 6320
TALLAHASSEE, FLORIDA 32314-6320

NAME CHANGE (ATTACH LEGAL DOCUMENTATION)

FROM: _____
LAST FIRST MIDDLE
TO: _____
LAST FIRST MIDDLE

DH 2103, 5/98

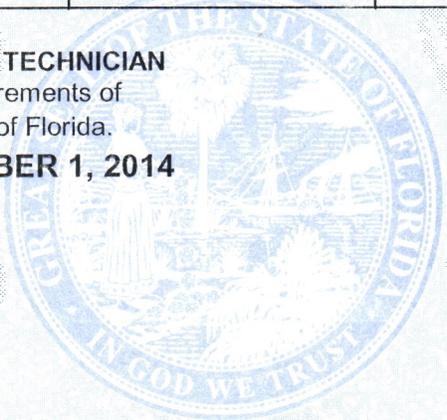
AC# 5159460

STATE OF FLORIDA
DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	CERTIFICATION NO.	CONTROL NO.
11/21/2012	EMT 536869	154310

The **EMERGENCY MEDICAL TECHNICIAN** named below has met all requirements of the laws and rules of the state of Florida.
Expiration Date: **DECEMBER 1, 2014**

NOUMAN K RAJA
[Redacted]



STATE OF FLORIDA
DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE

AC# 5159460

DATE	CERTIFICATION NO.	CONTROL NO.
11/21/2012	EMT 536869	154310

The **EMERGENCY MEDICAL TECHNICIAN** named below has met all requirements of the laws and rules of the state of Florida.
Expiration Date: **DECEMBER 1, 2014**

NOUMAN K RAJA

CERTIFICATE HOLDER SIGNATURE

Rick Scott
GOVERNOR

John H. Armstrong, MD, FACS
STATE SURGEON GENERAL

DISPLAY IF REQUIRED BY LAW

EXPIRATION DATE: **DECEMBER 1, 2014**

Your certificate number is **EMT 536869**, please use it in all correspondence with your board/council. Each certificate holder is solely responsible for notifying the department in writing of the certificate holder's current mailing address and practice location address. If you have not received your renewal notice 90 days prior to the expiration date shown on this certificate, please call (850) 488-0595.

Use this section to report name change. Name changes require legal documentation showing the name change. Please make sure that a photocopy of one of the following accompanies this form: a marriage license, a divorce decree or a court order. **A driver's license or social security card is not considered legal documentation.**

Medical Quality Assurance offers you the convenience of several online services. These services give you the ability to renew your certificate, update your mailing and practice location addresses and update your profile information.

1. Go to www.flhealthsource.com
2. Click on Licensee/Provider
3. Click on Practitioner Login
4. Select your profession
5. Enter the account ID and password that was provided to you on your initial certificate and click on "Login".
6. If you do not know your account ID and password, click on "Get Login Help" or call our Customer Contact Center at (850) 488-0595 for assistance.

MAIL TO: DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE
LICENSING AND AUDITING SERVICES UNIT
P.O. BOX 6320
TALLAHASSEE, FLORIDA 32314-6320

NAME CHANGE (ATTACH LEGAL DOCUMENTATION)

FROM: _____

LAST FIRST MIDDLE

TO: _____

LAST FIRST MIDDLE

DH 2103, 5/98

AC# 4591846

STATE OF FLORIDA
DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	CERTIFICATION NO.	CONTROL NO.
09/14/2011	EMT 536869	132785

AC# 4591846

STATE OF FLORIDA
DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE

DATE	CERTIFICATION NO.	CONTROL NO.
09/14/2011	EMT 536869	132785

The **EMERGENCY MEDICAL TECHNICIAN** named below has met all requirements of the laws and rules of the state of Florida.
Expiration Date: **DECEMBER 1, 2012**

NOUMAN K RAJA
CERTIFICATE HOLDER SIGNATURE

The **EMERGENCY MEDICAL TECHNICIAN** named below has met all requirements of the laws and rules of the state of Florida.
Expiration Date: **DECEMBER 1, 2012**
NOUMAN K RAJA



Rick Scott

Rick Scott
GOVERNOR

Kimberly Berfield

Kimberly Berfield
DEPUTY SECRETARY

DISPLAY IF REQUIRED BY LAW

EXPIRATION DATE: **DECEMBER 1, 2012**

Your certificate number is **EMT 536869**, please use it in all correspondence with your board/council. Each certificate holder is solely responsible for notifying the department in writing of the certificate holder's current mailing address and practice location address. If you have not received your renewal notice 90 days prior to the expiration date shown on this certificate, please call (850) 488-0595.

Use this section to report name change. Name changes require legal documentation showing the name change. Please make sure that a photocopy of one of the following accompanies this form: a marriage license, a divorce decree or a court order. **A driver's license or social security card is not considered legal documentation.**

Medical Quality Assurance offers you the convenience of several online services. These services give you the ability to renew your certificate, update your mailing and practice location addresses and update your profile information.

- Go to www.flhealthsource.com
- Click on Licensee/Provider
- Click on Practitioner Login
- Select your profession
- Enter the account ID and password here (**Account ID and Password are case sensitive**) Account ID: **rajanoum** Password: **x4C6U289**
Where 'o' is lowercase letter 'O'.
- Click on Login

MAIL TO: **DEPARTMENT OF HEALTH
DIVISION OF MEDICAL QUALITY ASSURANCE
LICENSING AND AUDITING SERVICES UNIT
P.O. BOX 6320
TALLAHASSEE, FLORIDA 32314-6320**

NAME CHANGE (ATTACH LEGAL DOCUMENTATION)

FROM: _____
LAST FIRST MIDDLE
TO: _____
LAST FIRST MIDDLE

DH 2103, 5/98

National Registry Emergency Medical Technicians

Hereby Certifies

Rouman K. Raja

as an

EMT - Basic

*duly registered together with all the rights and privileges appertaining thereto
in consideration of having satisfied the prescribed national standards for certification.*

*In Testimony Whereof, the seal of the National Registry of Emergency Medical Technicians
and the signatures as authorized by the Board of Directors are hereunto affixed
this Tenth day of September, 2011 A.D.*


Chairman of the Board




Executive Director

HEALTH CAREER INSTITUTE

*The Board of Trustees in accordance with the recommendation of the Faculty of Health Career Institute
Florida Department of Health Approval Site # 107
hereby issues:*

NOUMAN K. RAJA

DIPLOMA OF COMPLETION IN EMT-B
In accordance with the most recent National Standard Curriculum
250 hours completed August 15, 2011

EMERGENCY MEDICAL TECHNICIAN- BASIC

ACCSC ACCREDITATION #MO72133
DEPARTMENT OF EDUCATION LICENSE # 2077

HEALTH CAREERS INSTITUTE
1764 N Congress Avenue
West Palm Beach, FL 33409



TINA PALERMO
Education Director



JOHN HALPERN D.O.
Medical Director

HEALTH CAREER INSTITUTE

1764 N. Congress Avenue, #101
West Palm Beach, FL 33409

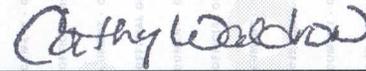
Name: Nouman K. Raja
SS#: [REDACTED]
Sex: Male

Program: Emergency Medical Services
Basis of Admissions: Mechanicsburg Senior HS Diploma
Birth Date: [REDACTED]

OFFICIAL TRANSCRIPT OF ACADEMIC RECORD

Course	Description	Credit	Grade	GPA	Course	Description	Credit	Grade	GPA
Summer 2011									
*** 06/06/11 ~ 08/15/11***									
EMS 119C	EMT Lecture / Lab Combined	11	A	4.00					
EMS 1431	EMT Hospital / Field Combined	1	P	0.00					
	Term	12		4.00					
	Cumulative	12		4.00					

*** EMT Diploma Granted ***
*** August 15, 2011 ***



Registrar

THIS RECORD IS RELEASED WITH THE CONSENT OF THE STUDENT AND IS NOT TO BE FORWARDED TO ANY THIRD PARTY WITHOUT WRITTEN CONSENT OF THE STUDENT

HEALTH CAREER INSTITUTE

*The Board of Trustees in accordance with the recommendation of the Faculty of Health Career Institute
Florida Department of Health Approval Site # 107
hereby issues:*

NOUMAN RAJA

COMPLETION IN:

32 Continuing Education Hours Completed the month of August, 2012

In accordance with the most recent National Standard Curriculum

For

EMT REFRESHER COURSE

(Including 2 Hours HIV and a Pediatric Module)

HCI IS ACCREDITATION BY ACCSC #MO72133
DEPARTMENT OF EDUCATION LICENSE # 2077

HEALTH CAREERS INSTITUTE
1764 N Congress Avenue
West Palm Beach, FL 33409



TINA PALERMO
Education Director



JOHN HALPERN D.O.
Medical Director

HEALTH CAREER INSTITUTE

CERTIFICATE OF COMPLETION

ON THIS DATE JUNE 6, 2011

Expires on JUNE 5, 2013

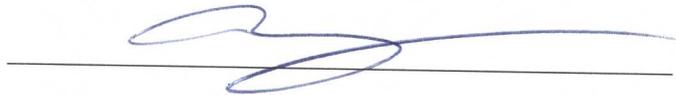
NORMAN K. RAJA

HAS SUCCESSFULLY COMPLETED A FOUR HOUR COURSE IN:

HIV / AIDS TRAINING

Required By Health and Rehabilitative services (HRS) under section 10-4552226
Of Florida Statutes. Contents: Transmission, Prevention, Control, Treatment
Appropriate Behavior, Attitude Change.
License #2077

INSTRUCTOR— MICHAEL RODRIGUEZ



SIGNATURE OF INSTRUCTOR



Certificate of Completion

Nouman K. Raja

Has successfully completed ASAeb 0007232 and FASAeb 0007231, 14 hours, and has demonstrated compliance with the training requirements of F.S. 489.518 & 489.5185, Part II as amended. Authorized DBPR Provider #0001140

***BURGLAR ALARM SYSTEM AGENT
FIRE ALARM SYSTEM AGENT***

A handwritten signature in black ink, appearing to read 'R. E. Neely', is written over a faint, larger version of the signature.

Robert E. Neely – Executive Director

April 12 - 13, 2005

Date

This certificate is evidence of completion of BASA& FASA training and is not a State of FL. License which is required to install, sell, or monitor alarm systems.



Brooke Borden

From: Lauren Ferreira
Sent: Tuesday, April 07, 2015 11:57 AM
To: [REDACTED]
Subject: Final Offer - Raja
Attachments: Raja, Nouman - Final Offer Letter.pdf

Sgt. Raja,

Per our discussion, please find your offer letter attached. As stated in the offer letter, you will be starting on Monday, April 13th at 8:00 am. Please ask for Sergeant Joseph Sheehan when you arrive.

If you have any questions leading up to your start date, please do not hesitate to contact me.

Congratulations and we look forward to seeing you on the 13th!

Lauren Ferreira, PHR | Senior HR Generalist

City of Palm Beach Gardens | 10500 N. Military Trail | Palm Beach Gardens, FL 33410
O: 561.799.4117 | F: 561.799.4170 | www.pbgfl.com



CITY OF PALM BEACH GARDENS

10500 N. MILITARY TRAIL PALM BEACH GARDENS, FLORIDA 33410-4698

April 7, 2015

Nouman Raja



Dear Nouman,

On behalf of the City of Palm Beach Gardens, I would like to offer our congratulations to you and extend our formal offer of full-time employment for the position of Police Officer within the Police Department

Position:

In your position of Police Officer you will initially report to Sergeant Joseph Sheehan, 561.799.4424 where you will begin the Field Training (FTO) Program. Upon successful completion of the FTO Program, you will be assigned to one of the units within the Police Department.

Start Date:

This position is offered to you with a starting date of April 13, 2015. Please report to the Palm Beach Gardens Police Department at 8:00 a.m. on your start date.

Salary:

Your starting salary is \$1,996.05 bi-weekly which is the equivalent of \$51,897.30 annually. This is a non-exempt position. Your first paycheck will be on Friday, April 24, 2015.

Probationary Period/Performance Review:

After completing the field training program, you will serve a one-year probationary period as Police Officer. The purpose of the probationary period is to determine whether the individual shall attain regular status in the position. During that period, you will familiarize yourself with the City of Palm Beach Gardens' Personnel Code, City Ordinances, and the Police Department's General Orders. A performance review is scheduled for six (6) months after your start date and annually on every anniversary date thereafter.

New Hire Paperwork:

Enclosed is a List of Acceptable Documents form, please review the list of acceptable original documents you will be required to provide to establish identity and employment eligibility. You will be meeting with Lauren Ferreira in the Human Resources Department on your start date to submit your completed paperwork, and to provide your I-9 documents.

Nouman Raja
Offer Letter
Page 2.

Benefits:

You will be eligible to participate in the City's health, dental, vision, voluntary life insurance, voluntary long-term disability and salary-deferred compensation program on the first of the month following a 30-day waiting period. Personal leave will accrue at the rate of 16 hours per month. Probationary full-time employees are eligible to use scheduled personal leave upon request and approval of their supervisor and final approval of the Chief of Police.

Within the next few weeks, you will be scheduled to attend a new hire on-boarding orientation meeting. We will advise you and your supervisor of the date. Information regarding City's policies and your benefit options will be reviewed during this meeting. Benefits become effective on the 1st of the month following thirty days of employment. Your effective date of coverage will be June 1, 2015.

We are pleased to provide this offer to you, and look forward to the valuable contributions you will make to the Police Department and the City of Palm Beach Gardens!

Acceptance Of Offer:

This offer may be formally accepted by signing below. Please include this letter with your completed new hire paperwork and submit to the Human Resources Department when meeting with Lauren Ferreira. A copy of this offer letter will be provided to you and will be placed within your personnel file. If you have any questions, please contact Lauren Ferreira at 561.799.4117.

Sincerely,

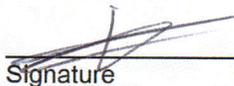


Sheryl L. Stewart
Human Resources Administrator

cc: Personnel File
Commander Bill Brandt, Police Department

SIGNATURE OF ACCEPTANCE

I, Nouman Raja, hereby formally accept this offer of employment.


Signature

4/13/15
Date

Palm Beach Gardens Police Department

New Hire Checklist

Employee Name: Nowman K. Raja ID#: 438 Date: 4/7/15

Start Date: 4/13/15

WHEN OK TO HIRE, BUT BEFORE EMPLOYEE ARRIVES:

- Assign ID Number : 438
- Complete/Submit "New Employee Form" forwarded by Lauren via email for employee network access.
- Prepare Special Order: SO # 15-17
- Notify Department personnel of new employee via Email. Use the "New Employee Information" sheet and route to persons on list. Subject of email should be "New Employee Info" and includes action items, if applicable.

- Admin Sgt - Keys, car, parking space
- Telecom Mgr & Technician - Phone ext/cell/ID
- Accreditation Mgr - P&P orientation
- Quartermaster - Uniforms/Equipment/Bus. Cards
- IT - Equipment & Programs needed/ Account Log In info to be sent to:
- Admin Spec III - Telestaff info
- Employee's supervisor - Purchasing card needed

Schedule:

- New hire paperwork with HR - N/A - online
- Fingerprints with Crime Scene (if not done so as part of background) Done
- Swearing In/ City Oath - Date and Time: 4/13 8:30 AM Location: EOCA
- Invites: done by Cmdr Brandt
- For Administrative/Command Staff/Non-Sworn: Orientation Schedule

Fwd email from IT on log in info to Training Sgt and Accreditation Manager (if not already done so by the Help Desk) done by IT

Add new employee to:

- Employee database & Employee History
- Evaluation Tracking Log
- Master Position List
- Telestaff Emp # 01782
- Roster

Update Org chart (if applicable)

FDLE Forms Checklist Part 1 - Review Background file for:

<input checked="" type="checkbox"/> Proof of minimum age - Birth Certificate <u>3 naturalization cert</u>	<input type="checkbox"/> Drug Screening Results
<input checked="" type="checkbox"/> Proof US Citizenship	<input type="checkbox"/> Completion of Basic Recruit Training
<input checked="" type="checkbox"/> High School Graduate or Equivalent	<input type="checkbox"/> Acceptable Score of Officer Certification Exam
<input checked="" type="checkbox"/> Proof of military discharge (if applicable) <u>no military</u>	<input type="checkbox"/> Documents to support legal name change (if app)
<input type="checkbox"/> Physician's Assessment (CJSTC-75) <u>Sworn only</u>	

Verify eligibility for salary incentive pay. If eligible, prepare ePAF. For newly certified officers, or new education level, request original transcripts. Once they arrive, put in ePAF. Career Dev \$80-

For Non- Sworn: Send new employee's supervisor the Non Sworn Orientation program sheet.

WHEN EMPLOYEE ARRIVES:

Add in ATMS and Complete FDLE Forms Checklist Part 2: (Sworn only)

- Background Investigation (Form CJSTC-77)
- Affidavit of Applicant form (CJSTC-68)
- Registration of Employment (CJSTC-60)

Give new employee FDLE forms to fill out in PD (Sworn Only) Affidavit of Applicant - only done after employee has been added in ATMS

Send to Records for picture

Palm Beach Gardens Police Department

New Hire Checklist

- Send to HR for paperwork
- Send to Quartermaster for ID card, keys, gate clicker, peanut, uniform & any additional items
- Send to Crime Scene or Volunteer for Fingerprints (if not already done so as part of background)
- Request picture from Communications Tech and prepare "New Employee Flyer" with picture and send via email to POLICE.
- City Oath (Sworn only)
- Officer Certification Application Form 59 –

ONLY DONE AFTER ALL OTHER DOCUMENTS ARE ON FILE AND IF THE OFFICER IS NOT CURRENTLY CERTIFIED.

○ Submitted on: N/A

- Request Hep offer form from Training Sgt if employee has declined and scan to file (medical), if applicable
- Scan all new hire documents to employee's personnel file in Laserfiche under Human Resources main folder.
- Send accreditation proof documents to Accreditation Manager
 - Non Sworn: New Hire checklist and fingerprint response
 - Sworn: Oath, fingerprint response memo, form 77, form 75, form 59 (if applicable), and New Hire Checklist.

Completed by: Kheren Hernandez Date: 6/18/15

Notes/Comments:

City of Palm Beach Gardens

New Hire Orientation Acknowledgement

I acknowledge that I have attended New Hire Orientation today and that I received training on each of the below policies. I also understand that violation of any of these policies may lead to disciplinary action, up to and including termination of employment. I further understand that this Orientation Acknowledgement Form does not serve as an employment contract and that the conditions of my employment are subject to change without notice.

- Americans with Disabilities Act (ADA)
- Drug Free Workplace Policy
- Equal Employment Opportunity Act (EEO)
- Family Medical Leave Act (FMLA)
- Veterans' Preference
- Prohibition of Harassment and Discrimination
- Florida Retirement System (if applicable)

Within two (2) weeks of my orientation I understand that I will be required to review and sign the following policies and/or training. I understand it is my responsibility to become familiar with these policies and procedures and/or training and if I have any questions regarding this information, I should contact my supervisor or the Human Resources Department.

- City's Personnel Policies and Procedures (HR Intranet Page > Policies)
- Palm Beach Code of Ethics Training: Watch video, read Code of Ethics & sign electronic training acknowledgement form (HR Intranet Page > Training > PB County Ethics Training)
- Training Videos: Who Moved My Cheese? And Fish! (HR Intranet Page > Training > Video Library)
- Addendum C Safety Manual 10.2.12 update: Employee Safety and Health Manual (Finance Intranet Page > Risk & Travel > Documents)
- Employee Health and Wellness Center Video (HR Intranet Page > Benefits > Employee Health and Wellness Center)
- Health and Wellness Operating Guidelines (HR Intranet Page > Policies > Operating Procedures)
- Prohibition of Harassment and Discrimination (HR Intranet Page > Policies > Section 2.3)
- Drug Free Workplace Policy (HR Intranet Page > Policies > Section 2.5)

To meet the requirements above, you must sign the training acknowledgement forms. Additionally, you will need to sign the Palm Beach County Code of Ethics Acknowledgement Form electronically, and electronically submit it to the Human Resources Department, if you have not already done so.

Rashy Nouman

Print Employee Name

Signature

5/1/15
Date

cc: Personnel File
Employee

DRUG FREE WORKPLACE POLICY

RECEIPT OF CITY POLICY & PROCEDURE

I have received a copy of the City of Palm Beach Gardens' Drug Free Workplace Policy during New Hire Orientation and signify that I have received training concerning this Policy. I understand that if I have any questions regarding any of information contained in the Policy, I should contact my supervisor or the Human Resources Department.

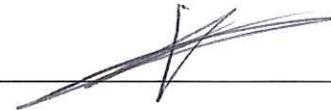
This Policy is effective in the absence of language in any of the bargaining unit contracts.

Please sign and date this receipt and return it to the Human Resources Department for inclusion in your personnel file.

Print Name:

Raja, Norman

Signature:



Date:

5/1/15

PROHIBITION OF HARASSMENT AND DISCRIMINATION POLICY

RECEIPT OF CITY POLICY & PROCEDURE

I have received a copy of the City of Palm Beach Gardens' Prohibition of Harassment and Discrimination Policy, Section 13, of the City's Policies and Procedures Manual during New Hire Orientation and signify that I have received training concerning this Policy. I was also given the opportunity to ask questions regarding the policy. I understand that if I have any questions regarding any of information contained in the Policy, I should contact my supervisor or the Human Resources Department.

Please sign and date this receipt and return it to the Human Resources Department for inclusion in your personnel file.

Print Name:

Raja, Naman

Signature:



Date:

5/11/15



CITY OF PALM BEACH GARDENS

10500 N. MILITARY TRAIL PALM BEACH GARDENS, FLORIDA 33410-4698

OATH OF OFFICE

I, Nouman Raja, a citizen of the State of Florida and of the United States of America, and being employed by or an officer of the City of Palm Beach Gardens, Florida, and a recipient of public funds as such employee or officer, do hereby solemnly swear or affirm that I will support the Constitution of the United States and of the State of Florida.



Signature

4/13/2015

Date



Patricia Snider, CMC
City Clerk

PBA 2.5% Increases Effective Date 10/01/2015

<u>Emp #</u>	<u>Name</u>	<u>Dept</u>	<u>Sal Grp</u>	<u>Grade</u>	<u>Prev. Sal</u>	<u>Prev. Hourly</u>	<u>New Sal*Max</u>	<u>New Hourly</u>	<u>*Lump Sum</u>
01782	RAJA, NOUMAN	920	pbaofc	pdofc	51,897.30	24.9506	53,194.73	25.5744	

**HR Pending Transactions Posting List
CITY OF PALM BEACH GARDENS**

7/16/2015 8:48:32AM

Transfers/Reclasses/Promotions

(continued)

Employee #: 01782 **Department:** 920 - Police - Field Operations
Name: RAJA, NOUMAN **Effective:** 7/14/2015
Position: 909032-032 POLICE OFFICER **Transfer type/Reason:** Shift Change with Differential
Desc/Comments: From FTO Phase II with FTO Beath/P2B2 (0900-2000) to Observation phase with FTO Leblanc/P2A2
 (1930-0630).
 PAYROLL: ADD SHIFT DIFFERENTIAL

Original position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
New position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
WARNING: Mid pay period change, possible changes to employee/appointment values. Manual adjustments may be necessary.

Data Changes:

<u>Field Name</u>	<u>Old Value</u>	<u>New Value</u>
Update Last Inc Date	N	
Home Department	920	920

Approval routing: Queue: pd-fieldop

<u>Date In</u>	<u>Date Out</u>	<u>Action</u>	<u>Name</u>	<u>Level</u>
7/8/2015 4:28:36PM	7/8/2015 4:34:00PM	Approved	SHANNON, CLINTON	1
7/8/2015 4:34:00PM	7/8/2015 4:39:19PM	Approved	MONTENEGRO, KHEREN	2
7/8/2015 4:39:19PM	7/9/2015 1:07:01PM	Approved	STEINBRUCKNER, DEBORAH	3

**HR Pending Transactions Posting List
CITY OF PALM BEACH GARDENS**

7/29/2015 8:17:13AM

Transfers/Reclasses/Promotions

Employee #: 01782 **Department:** 920 - Police - Field Operations
Name: RAJA, NOUMAN **Effective:** 7/25/2015
Position: 909032-032 POLICE OFFICER **Transfer type/Reason:** Probation
Desc/Comments: Ofc Raja has successfully completed the FTO Phase and is placed on a 12-month probation period which will end on July 25, 2016. He is assigned to P2B2 (0900-2000) and will no longer receive shift differential.

Original position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
New position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
WARNING: Mid pay period change, possible changes to employee/appointment values. Manual adjustments may be necessary.

Data Changes:

<u>Field Name</u>	<u>Old Value</u>	<u>New Value</u>
Update Last Inc Date	N	
Home Department	920	920

Approval routing: Queue: police

<u>Date In</u>	<u>Date Out</u>	<u>Action</u>	<u>Name</u>	<u>Level</u>
7/27/2015 10:49:33AM	7/27/2015 10:54:40AM	Approved	STEPP, STEPHEN	1
7/27/2015 10:54:40AM	7/28/2015 8:28:59AM	Approved	FERREIRA, LAUREN	2
7/28/2015 8:28:59AM	7/28/2015 8:38:42AM	Approved	STEWART, SHERYL	3
7/28/2015 8:38:42AM	7/28/2015 8:48:01AM	Approved	SANDERS, ELICIA	4
7/28/2015 8:48:01AM	7/28/2015 9:18:59AM	Approved	BORDEN, BROOKE	5
7/28/2015 9:18:59AM	7/28/2015 9:42:40AM	Approved	STEINBRUCKNER, DEBORAH	6

Kheren Hernandez

From: Todd Grossman
Sent: Friday, May 29, 2015 4:29 PM
To: Kheren Hernandez
Cc: Chris Barca; Eduardo Guillen; Robert Wilson
Subject: Upcoming PARs and changes

Follow Up Flag: Follow up
Flag Status: Flagged

I will be on vacation from June 5th through June 13th, so I'm sending this to you in advance. If anything comes up that would preclude any of these changes from taking place, I will let you know. Otherwise, please consider them moving forward as planned.

Raja will be assigned to Phase II with FTO Beath, effective June 12.
Tiyaloglu will be assigned to Phase II with FTO Abaira, effective June 20.
Batista will be assigned to FTO Boschen, effective June 20.
Etienne will continue with FTO Fee but move on to Phase IV on June 16.
O'Dell will begin Phase I with FTO Tawil on June 12.
Arnold will begin Phase I with FTO Rigney on June 16.

Sergeant Todd Grossman

Traffic Unit / Field Training Program Co-Supervisor
Palm Beach Gardens Police Department
10500 N Military Trail
Palm Beach Gardens, FL 33410
Office: (561) 799-4521 Fax: (561) 799-4589

Kheren Hernandez

From: Robert Wilson
Sent: Saturday, July 25, 2015 4:09 PM
To: Chris Barca
Cc: Eduardo Guillen; Joseph Sheehan; Melisa Soule; Kheren Hernandez
Subject: Ofc. Nouman Raja

Follow Up Flag: Follow up
Flag Status: Flagged

Major,

Ofc. Nouman Raja has successfully passed the end of training release exam with a score of 86% on the DMS multiple choice portion, and 90% on the written essay portion, and is ready for solo patrol.

His FTO manual has been completed and reviewed and will be forwarded to records for scanning. With your approval, he will remain on the B2 shift until September 1st.

Thanks



SGT. ROBERT L. WILSON
Sergeant
Palm Beach Gardens Police Department
(561) 236-2750 (561) 799-4575
RWILSON@PBGFL.COM

***"Bravery and courage under fire cannot
ever be an acceptable substitute for
sound procedures and officer safety."***

**HR Pending Transactions Posting List
CITY OF PALM BEACH GARDENS**

Transfers/Reclasses/Promotions

(continued)

Employee #: 01782 **Department:** 920 - Police - Field Operations
Name: RAJA, NOUMAN **Effective:** 6/12/2015
Position: 909032-032 POLICE OFFICER **Transfer type/Reason:** Shift Change
Desc/Comments: Assigned from FTO Phase I (1630-0330) to FTO Phase II/FTO Beath (P2B2 0900-2000).
 PAYROLL: NO CHANGE

Original position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
New position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
WARNING: Mid pay period change, possible changes to employee/appointment values. Manual adjustments may be necessary.

Data Changes:

<u>Field Name</u>	<u>Old Value</u>	<u>New Value</u>
Update Last Inc Date	N	
Home Department	920	920

Approval routing: Queue: pd-fieldop

<u>Date In</u>	<u>Date Out</u>	<u>Action</u>	<u>Name</u>	<u>Level</u>
6/4/2015 3:02:30PM	6/4/2015 4:47:14PM	Approved	SHANNON, CLINTON	1
6/4/2015 4:47:14PM	6/5/2015 10:44:52AM	Approved	MONTENEGRO, KHEREN	2
6/5/2015 10:44:52AM	6/5/2015 11:16:11AM	Approved	STEINBRUCKNER, DEBORAH	3

HR Pending Transactions Posting List
CITY OF PALM BEACH GARDENS

Transfers/Reclasses/Promotions

(continued)

Employee #: 01782
Name: RAJA, NOUMAN
Position: 909032-032 POLICE OFFICER
Desc/Comments: Assigned to FTO Phase 1, FTO Tawil P2A1 1630-0330
PAYROLL: NO CHANGE

Department: 920 - Police - Field Operations
Effective: 5/11/2015
Transfer type/Reason: Shift Change

Original position: 909032-032 POLICE OFFICER
New position: 909032-032 POLICE OFFICER

Shift: STANDARD SHIFT
Shift: STANDARD SHIFT

WARNING: Mid pay period change, possible changes to employee/appointment values. Manual adjustments may be necessary.

Data Changes:

Field Name	Old Value	New Value
Update Last Inc Date	N	
Home Department	920	920

Approval routing: Queue: pd-fieldop

Date In	Date Out	Action	Name	Level
5/8/2015 2:11:06PM	5/11/2015 8:21:02AM	Approved	SHANNON, CLINTON	1
5/11/2015 8:21:02AM	5/11/2015 8:22:54AM	Approved	MONTENEGRO, KHEREN	2
5/11/2015 8:22:54AM	5/11/2015 10:18:33AM	Approved	STEINBRUCKNER, DEBORAH	3

**HR Pending Transactions Posting List
CITY OF PALM BEACH GARDENS**

4/29/2015 2:54:28PM

Transfers/Reclasses/Promotions

(continued)

Employee #: 01782 **Department:** 920 - Police - Field Operations
Name: RAJA, NOUMAN **Effective:** 4/13/2015
Position: 909032-032 POLICE OFFICER **Transfer type/Reason:** Supplemental/Incentive Pay-PD & FD Only
Desc/Comments: Ofc is eligible to receive \$80 per month of salary incentive pay for career development courses.

Original position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
New position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT

Data Changes:	<u>Field Name</u>	<u>Old Value</u>	<u>New Value</u>
	Update Last Inc Date N		
	Home Department	920	920

Approval routing: Queue: police

<u>Date In</u>	<u>Date Out</u>	<u>Action</u>	<u>Name</u>	<u>Level</u>
4/28/2015 4:32:27PM	4/29/2015 1:11:34PM	Approved	STEPP, STEPHEN	1
4/29/2015 1:11:34PM	4/29/2015 1:29:03PM	Approved	FERREIRA, LAUREN	2
4/29/2015 1:29:03PM	4/29/2015 2:27:24PM	Approved	STEWART, SHERYL	3
4/29/2015 2:27:24PM	4/29/2015 2:30:07PM	Approved	SANDERS, ELICIA	4
4/29/2015 2:30:07PM	4/29/2015 2:48:47PM	Approved	BORDEN, BROOKE	5
4/29/2015 2:48:47PM	4/29/2015 2:52:48PM	Approved	STEINBRUCKNER, DEBORAH	6

4/28/2015

Florida Department of Law Enforcement

Global Profile Sheet

Name : Nouman K Raja		
Race : As	Sex : M	Education :

Employment							
Agency	Class	Type	Start Date	Sep. Date	Sep. Reason	TEA	FP Date
Atlantis Police Department	LE	PT	5/20/2008	9/9/2008	Transfer Within Agency (No break in service)	Y	5/9/2008
Atlantis Police Department	LE	FT	9/9/2008	4/12/2015	Voluntary Separation (Not involving misconduct)	N	5/9/2008
Atlantis Police Department	Inst	FT	7/3/2012	4/12/2015	Voluntary Separation (Not involving misconduct)	N	
Palm Beach Gardens Police Department	Inst	FT	4/13/2015			N	
Palm Beach Gardens Police Department	LE	FT	4/13/2015			N	3/9/2015

Salary Incentive			
Basic LE	Career Dev.	Education	Maximum Eligible
\$0	\$80	\$0	\$80

Mandatory Firearms Qualification
Law Enforcement Officer Firearms Qualification Standard: 3/2/2015

Certification					
Type	Number	Status	Cert. Date	Man. Retr. Due Date	Mand. Retr. Comp. Date
Inst	304066	Active	7/3/2012	3/31/2017	
LE	276771	Active	6/19/2008	6/30/2016	4/15/2011

Topics				
Topic	Topic Date	Recert Date	Status	Met Req
Firearms Instructor Certification	7/3/2012		Act	No
General Instructor Certificate	7/3/2012		Act	No
Law Enforcement Vehicle Operations Instructor Certification	5/27/2014		Act	No
Medical First Responder Instructor Certification	4/10/2014		Act	No

Exam									
Exam Type	Exam Date	Form	Part 1	Part 2	Part 3	Part 4	Part 5	Overall	Amended
LE	5/28/2008	2	Pass	N/T	N/T	N/T	N/T	Pass	
Exam Type	Exam Date	Form	Vendor				Location	Overall	
BATLE	4/10/2006	LE2	Industrial/organizational Solutions				Broward	Pass	
BATLE	9/19/2012	07LE1	Industrial/organizational Solutions				Palm Beach	Pass	

Equivalency							
Agency	Discipline	Date Of Application	Decision Date	Approval Authority	Date Applicant Advised	App Status	Exp Date
This Person has no Equivalency records entered.							

Training						
Start Date	End Date	Sequence	Version	Title	Grade	Hours Taught
11/5/2007	5/13/2008	44-2007-224-8	2007.04	Cms Application-Based Law Enforcement Basic Recruit Training Program	P	802
9/8/2008	9/23/2008	44-2008-1158-4	2008.08	Speed Measurement (Radar And Laser Devices)	P	40
3/23/2009	3/27/2009	44-2009-047-1	1989.01	Interviews And Interrogations	P	40
4/6/2009	4/16/2009	44-2009-016-1	2005.07	Narcotics And Dangerous Drugs Investigations	P	40
2/8/2010	2/18/2010	44-2010-054-1	1987.01	Organized Crime	P	40
3/15/2010	3/25/2010	44-2010-1165-1	2007.02	Spanish For Criminal Justice Professionals	P	40
4/19/2010	4/29/2010	44-2010-809-1	2010.04	Field Training Officer Course For Law Enforcement Officers	F	40
9/26/2011	10/7/2011	44-2011-006-1	2009.10	Line Supervision	P	80
10/31/2011	11/4/2011	44-2011-1163-4	2009.01	Gangs And Security Threat Groups	P	40
11/7/2011	11/17/2011	44-2011-1186-4	2011.07	Florida General Instructor Techniques Course	P	64
6/4/2012	6/8/2012	44-2012-801-1	2011.07	Cms Firearms Instructor Course	P	44
5/20/2013	5/23/2013	44-2013-800-1	2011.07	Cms Vehicle Operations Instructor Course	P	40

WMD/ICS Training for Certified Law Enforcement Officers	
Training Name	Completion Date
Weapons of Mass Destruction(WMD)	5/13/2008
Incident Command System (ICS)	5/13/2008

Nouman K Raja

**HR Pending Transactions Posting List
CITY OF PALM BEACH GARDENS**

4/21/2015 10:39:33AM

Transfers/Reclasses/Promotions

(continued)

Employee #: 01782 **Department:** 920 - Police - Field Operations
Name: RAJA, NOUMAN **Effective:** 4/13/2015
Position: 909032-032 POLICE OFFICER **Transfer type/Reason:** Supplemental/Incentive Pay-PD & FD Only
Desc/Comments: Ofc. Raja is entitled to receive \$80 per month of salary incentive pay for career development. Profile attached.

Original position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
New position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
WARNING: Mid pay period change, possible changes to employee/appointment values. Manual adjustments may be necessary.

Data Changes:

<u>Field Name</u>	<u>Old Value</u>	<u>New Value</u>
Update Last Inc Date	N	
Home Department	920	920

Approval routing: Queue: police

<u>Date In</u>	<u>Date Out</u>	<u>Action</u>	<u>Name</u>	<u>Level</u>
4/14/2015 4:32:51PM	4/15/2015 10:03:25AM	Approved	STEPP, STEPHEN	1
4/15/2015 10:03:25AM	4/15/2015 11:38:49AM	Approved	FERREIRA, LAUREN	2
4/15/2015 11:38:49AM	4/15/2015 11:58:31AM	Approved	STEWART, SHERYL	3
4/15/2015 11:58:31AM	4/15/2015 4:14:09PM	Approved	SANDERS, ELICIA	4
4/15/2015 4:14:09PM	4/15/2015 4:24:14PM	Approved	BORDEN, BROOKE	5
4/15/2015 4:24:14PM	4/20/2015 7:53:15AM	Approved	STEINBRUCKNER, DEBORAH	6

**HR Pending Transactions Posting List
CITY OF PALM BEACH GARDENS**

4/9/2015 2:05:02PM

Transfers/Reclasses/Promotions

(continued)

Employee #: 01782 **Department:** 920 - Police - Field Operations
Name: RAJA, NOUMAN **Effective:** 4/13/2015
Position: 909032-032 POLICE OFFICER **Transfer type/Reason:** New Hire
Desc/Comments: Starting Salary = \$51,897.30; Hired as a full time Police Officer, with a start date of April 13, 2015. Per the PBA CBA Article 28, Probationary Period, employee will serve a 12 month probationary period upon the completion of the Field Training (FTO) phase. See attached documents.
Original position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
New position: 909032-032 POLICE OFFICER **Shift:** STANDARD SHIFT
WARNING: Mid pay period change, possible changes to employee/appointment values. Manual adjustments may be necessary.
Data Changes:

<u>Field Name</u>	<u>Old Value</u>	<u>New Value</u>
Appointment Status	I	A
Update Last Inc Date	Y	
Home Department	920	920

Approval routing: Queue: police

<u>Date In</u>	<u>Date Out</u>	<u>Action</u>	<u>Name</u>	<u>Level</u>
4/7/2015 11:41:36AM	4/7/2015 12:43:55PM	Approved	STEPP, STEPHEN	1
4/7/2015 12:43:55PM	4/7/2015 1:27:30PM	Approved	FERREIRA, LAUREN	2
4/7/2015 1:27:30PM	4/7/2015 1:32:11PM	Approved	STEWART, SHERYL	3
4/7/2015 1:32:11PM	4/7/2015 2:06:53PM	Approved	SANDERS, ELICIA	4
4/7/2015 2:06:53PM	4/7/2015 2:10:49PM	Approved	BORDEN, BROOKE	5
4/7/2015 2:10:49PM	4/7/2015 2:12:41PM	Approved	STEINBRUCKNER, DEBORAH	6



**CITY OF PALM BEACH GARDENS
MEMORANDUM**

TO: Sheryl Stewart, Human Resources Administrator

FROM: Stephen J. Stepp, Chief of Police *[Signature]*

SUBJECT: Salary Request – New Police Officer

DATE: March 16, 2015

We are requesting that new officer Nouman Raja's starting salary be increased by 5% due to his exceptional experience and qualifications. This would allow for a starting salary of \$51,897 versus the minimum of \$49,426.

Raja is coming to us with seven years of experience with the City of Atlantis Police Department where he was a Sergeant. His salary in Atlantis was \$61,200 a year. His duties in Atlantis included serving as a road patrol sergeant, being in charge of traffic enforcement, and serving as a firearms, vehicle operations and general instructor. He also provided IT support for mobile data terminals, maintained the in-car video systems and served as the liaison between Atlantis and our staff for OSSI (dispatch software) and the Open-Sky radio system. His knowledge of the OSSI software and our radio system means that no training will be required in those areas; in fact, he is qualified to instruct in those areas.

Raja has additional qualifications he will bring to the Police Department, to the Department's benefit. He is a state certified law enforcement instructor and is an adjunct instructor in the law enforcement program at Palm Beach State College. He has numerous certifications, including FDLE general and firearms instructor certification, pistol instructor, select fire instructor, active shooter instructor, simunition instructor, critical incident instructor, basic life support instructor and vehicle operations instructor. He will be able to add significant value to our cadre of in-house instructors.

He has also completed advanced training in gangs and security threats, EMT certification, building searches, Spanish for Law Enforcement, organized crime, line supervision, narcotics and dangerous drugs investigation, interviews and interrogation, ICS and NIMS, DUI testing, and laser and radar speed measurement.

Raja also speaks four languages in addition to English, including Spanish, Portuguese, Hindi and Pakistani Urdu.

We feel that Raja is uniquely qualified and will be a tremendous asset to the Police Department. Accordingly, we would like to recognize that value by increasing his starting salary by 5% (\$2,471.00).

Reviewed, recommend approval
Sheryl Stewart 3/18/15
[Signature] 3/18/15

City Personnel Policy Section 5.3, Minimum Rate

Minimum Salary Rate

The salary grade minimum allocated to each classification takes into account the necessary previous experience and qualifications required for the job. On occasion, it may be necessary to hire above the minimum salary rate in the range. Any request to hire above the minimum salary rate in the range should be documented by the Department Administrator with a memo outlining the reasons for the Department Administrator's request along with a Personnel Action Form (PAF). These documents should be submitted together through the Human Resources Department for approval by the Human Resources Administrator and forwarded for approval by the City Manager or his/her designee.

When training is required for a period of time to demonstrate the employee's ability to perform the duties, i.e., trainee status, normally not to exceed three (3) months, that employee will receive 10% below the minimum salary for that position.

4/14/2015

Florida Department of Law Enforcement

Global Profile Sheet

Name : Nouman K Raja		
Race : As	Sex : M	Education :

Employment							
Agency	Class	Type	Start Date	Sep. Date	Sep. Reason	TEA	FP Date
Atlantis Police Department	LE	PT	5/20/2008	9/9/2008	Transfer Within Agency (No break in service)	Y	5/9/2008
Atlantis Police Department	LE	FT	9/9/2008	4/12/2015	Voluntary Separation (Not involving misconduct)	N	5/9/2008
Atlantis Police Department	Inst	FT	7/3/2012	4/12/2015	Voluntary Separation (Not involving misconduct)	N	
Palm Beach Gardens Police Department	LE	FT	4/13/2015			N	3/9/2015

Salary Incentive			
Basic LE	Career Dev.	Education	Maximum Eligible
\$0	\$80	\$0	\$80

Mandatory Firearms Qualification
Law Enforcement Officer Firearms Qualification Standard: 3/2/2015

Certification					
Type	Number	Status	Cert. Date	Man. Retr. Due Date	Mand. Retr. Comp. Date
Inst	304066	Inactive Employment	7/3/2012	3/31/2017	
LE	276771	Active	6/19/2008	6/30/2016	4/15/2011

Topics				
Topic	Topic Date	Recert Date	Status	Met Req
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General Instructor Certificate	7/3/2012		Emp	No
Law Enforcement Vehicle Operations Instructor Certification	5/27/2014		Emp	No
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Exam									
Exam Type	Exam Date	Form	Part 1	Part 2	Part 3	Part 4	Part 5	Overall	Amended
LE	5/28/2008	2	Pass	N/T	N/T	N/T	N/T	Pass	
Exam Type	Exam Date	Form	Vendor				Location	Overall	
BATLE	4/10/2006	LE2	Industrial/organizational Solutions				Broward	Pass	
BATLE	9/19/2012	07LE1	Industrial/organizational Solutions				Palm Beach	Pass	

Equivalency							
Agency	Discipline	Date Of Application	Decision Date	Approval Authority	Date Applicant Advised	App Status	Exp Date
This Person has no Equivalency records entered.							

Training

Start Date	End Date	Sequence	Version	Title	Grade	Hours Taught
11/5/2007	5/13/2008	44-2007-224-8	2007.04	Cms Application-Based Law Enforcement Basic Recruit Training Program	P	802
9/8/2008	9/23/2008	44-2008-1158-4	2008.08	Speed Measurement (Radar And Laser Devices)	P	40
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5/20/2013	5/23/2013	44-2013-800-1	2011.07	Cms Vehicle Operations Instructor Course	P	40

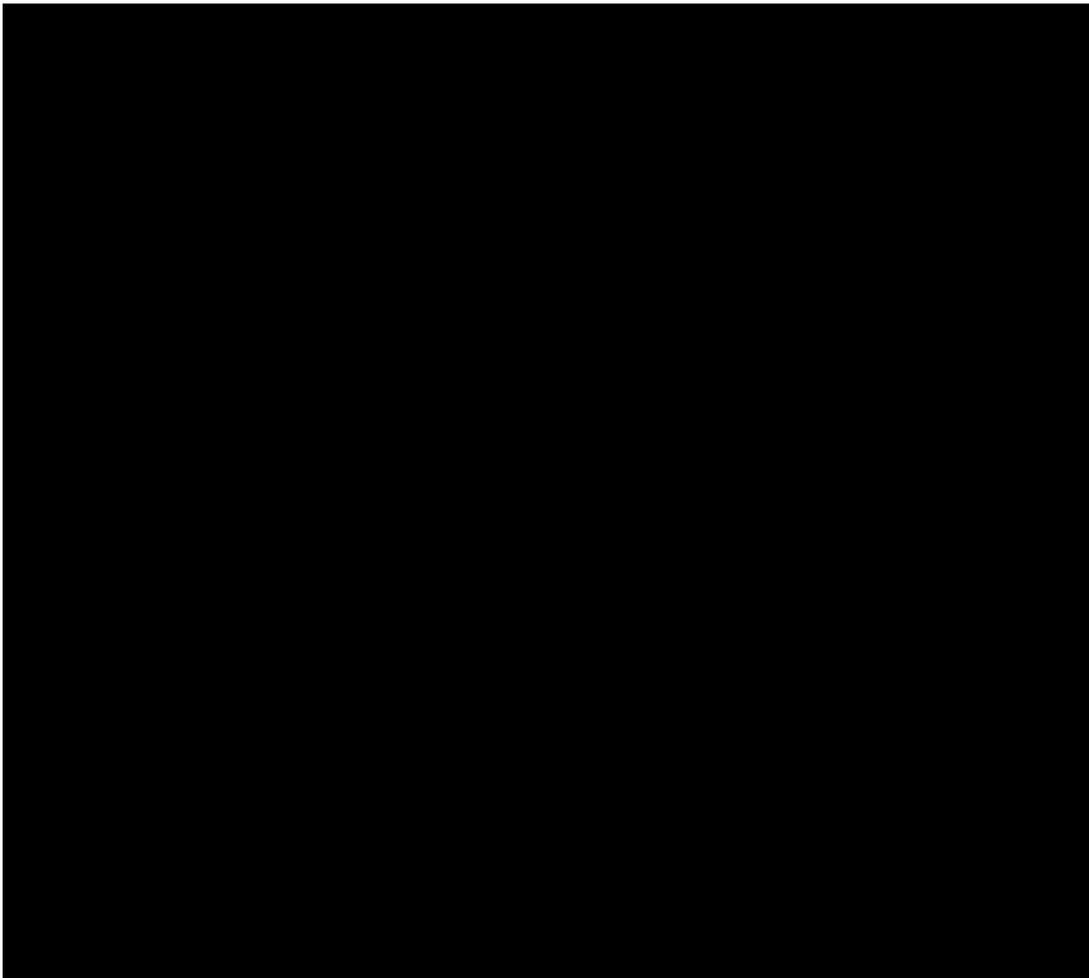
WMD/ICS Training for Certified Law Enforcement Officers	
Training Name	Completion Date
Weapons of Mass Destruction(WMD)	5/13/2008
Incident Command System (ICS)	5/13/2008

Nouman K Raja

WELCOME!

NEW EMPLOYEE

NOUMAN K. RAJA



POLICE OFFICER



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