

**NOTICE
POLICE OFFICER
ENTRY LEVEL EXAMINATION
THE CITY OF LAKE FOREST
www.CityofLakeForest.com**

MANDATORY ORIENTATION

Sat., April 18, 9:00 a.m. **OR**
Wed., April 22, 7:00 p.m.
Deer Path School Multipurpose Gym
67 West Deerpath, Lake Forest

Park in the rear of the building (south side) and enter through the double doors.

Testing is being conducted to create an Eligibility List. Applications available online only after attending orientation. **Application deadline:** April 30.

Written Exam: May 9, 9:00 a.m., Deer Path School Cafeteria, 67 West Deerpath, Lake Forest.

Oral Exam: Dates and Times to be determined. The examiners may ask questions that will enable them to evaluate applicants on speech, alertness, ability to communicate, judgment, emotional stability, intellectual skills, self-confidence, and general fitness for the position.

Age requirements: At least 21 and not more than 34 years old by July 1, 2015. **Other requirements:** High school diploma or equiv.; US citizen; corrected vision to 20/25.

Physical Ability: By June 6, 2015, all applicants passing the written exam must have a valid POWER card. POWER cards will be considered valid within 1 year of issue. Candidate is responsible to make sure their POWER card is current. Any candidate not possessing a valid POWER card will be disqualified. <http://www.nipsta.org/POWER/register.aspx>

Scheduled testing dates in Glenview: **April 18, May 2, and June 6**

Proof of successful POWER completion will be accepted from other police service agencies as long as the agency is licensed by the Illinois Law Enforcement Training and Standards Board as a valid licensed POWER agency. Proof of licensure of the testing agency will be required prior to the candidate participating in the oral interview.

FY2012-2013 Salary Range Police Officer: \$63,572 - \$89,308

Police Officers serve an 18-month probationary period.

Selection Process

Examinations shall consist of multiple sequential elements. The failure to achieve the minimum passing grade for any element of any examination shall disqualify the applicant from any further participation in the examination process. Examinations shall be based on a 100-point scale, plus preference points. Examinations shall include the following elements:

<u>Examination Step/Element</u>	<u>Minimum Passing Grade</u>
• Orientation Session (Mandatory)	Pass or Fail
• Short-Form Application	Pass or Fail
• Written Examination	30 of 45 points*
• Physical Ability Test	Pass or Fail
• Oral Test by Board	1 of 55 points
• Initial Eligibility List	
• Establishment of Preference Points	As provided in Act
• Final Eligibility Register Posted	
• Long-Form Application and Preliminary Background Check	Pass or Fail
• Conditional Offer of Employment	
• Polygraph Test	Pass or Fail
• Behavioral Analysis	Pass or Fail
• Detailed Character and Background Investigation	Pass or Fail
• Medical and Drug Screening Tests	Pass or Fail

The City will choose from the top 3 available candidates as we move through the Eligibility Register.

* The grade for the written examination may be established based on a curve, provided that the minimum passing grade shall be not less than the median raw score for all applicants participating in the written test.

Preference Points

a. **Veteran's Preference.** A veteran is a person who is or was "engaged in the active military service of the United States for a period of at least one year" and who either: (i) was honorably discharged from such service; or (ii) is now or hereafter may be inactive or reserve duty in such military service.

No preference points are awarded to a candidate who does not fully satisfy the criteria for a veteran. Any candidate who qualifies as a veteran may receive **5 preference points** on his or her examination grade. Preference points under this provision are intended to be consistent with the preference points made available under 65 ILCS 5/10-2.1-8.

b. **Education and Training Preference.** A candidate that fully satisfies the criteria for one or more of the categories below may receive preference points for "education and training," with the amount of points dependent on the category so satisfied. A candidate can only be awarded preference points for one of the categories below, although claims for points may be made under multiple categories. Where a candidate qualifies for preference points from multiple "education and training" categories, the category yielding the highest total points will be applied.

(i) The candidate has successfully obtained an associate's degree in the field of law enforcement, or criminal justice. Satisfaction of the criteria for this category shall entitle the candidate to **3 preference points**; except that no candidate may claim preference points under this category who also qualifies for the veteran's preference.

(ii) The candidate has successfully obtained a bachelor's degree from an accredited college or university. Satisfaction of the criteria for this category shall entitle the candidate to **5 preference points**; except that no candidate may claim preference points under this category who also qualifies for the veteran's preference.

- (iii) The candidate has been awarded a certificate of completion of the Minimum Standards Basic Law Enforcement Training Course (as provided by statute) and is currently serving as a law enforcement officers in Illinois (whether part-time or full-time). Satisfaction of the criteria for this category shall entitle the candidate to **5 preference points**, which preference points may be in addition to any veteran's preference points.

No preference points shall be awarded to a candidate who does not fully satisfy the criteria for education and training category for which preference points are sought.

Candidate Reimbursement Agreement – For those who complete the entire examination process and are offered employment with the City, a Candidate Reimbursement Agreement will be required. Because of the significant commitment and expense that the City will be making to train a new police officer, the City requires each newly hired candidate to commit to serve the City for a period of three years. Such reimbursement agreement sets forth that commitment, and further requires the candidate to reimburse the City if the candidate resigns or terminates service with the City before the expiration of such three-year period. A sample agreement may be requested from the Human Resources Department.

Living Radius – Police officers are required to live within a 27-mile radius of the Public Safety Building before the end of the 18-month probationary period.

Equal Opportunity Employer



Deer Path School Multipurpose Gym, 67 West Deerpath, Lake Forest IL 60041