



TOWN OF GLASTONBURY  
2155 Main Street, Glastonbury, CT 06033



# TOWN OF GLASTONBURY

## ENTRY LEVEL POLICE OFFICER RECRUITMENT

**\$69,451**

OPEN UNTIL FILLED

Date Posted: 7-25-2019



### About the Department

Glastonbury's nationally- accredited Police Department currently serves a population of over 34,000 and a land area of approximately 52-square miles. Full-time staffing includes, 60 police officers, 12 dispatchers, 1 animal control officer, and 6 support staff. The Department's primary responsibility is to provide protection of life and property, preserve the peace, prevent and repress crime, recover lost property, regulate non-criminal conduct, apprehend offenders and perform miscellaneous services.

The Glastonbury Police Department takes pride in employing officers who demonstrate the ability to establish positive relationships within the community and deliver quality services with professionalism and sensitivity to Glastonbury citizens. Once gaining experience, officers have the opportunity to work in specialized units. For example, investigations, emergency services, training, and community outreach.

## About the Job

[Click here](#) for job description

## About the Job Requirements

To become a Glastonbury Police Officer, candidates must meet the General requirements described below.

### GENERAL REQUIREMENTS:

- U.S. Citizen
- Non smoker
- Valid driver's license
- High school diploma or GED
- Vision, correctable to 20/20
- 21 years or older at time of appointment
- Successful completion of the following:
  - Chief's interview
  - Background investigation
  - Medical examination
  - Drug screening
  - Psychological evaluation
  - Polygraph examination

### **What to expect:**

To be hired by the Town of Glastonbury, a candidate cannot have been convicted of a Felony or Class A or certain Class B Misdemeanors, nor have a history of perpetrating domestic violence. A thorough background investigation is conducted and includes but is not limited to, driving history, interviews with past employers, neighbors, and friends, and a review of background checks by other police departments.

A medical exam includes screening for use of illegal drugs or controlled substances; and the psychological evaluation and polygraph examination are conducted to assess suitability for law enforcement work, including criminal activity and personal character.

### SPECIAL REQUIREMENTS (ENTRY-LEVEL APPLICANTS ONLY):

- Successful completion of Town of Glastonbury Cognitive Examination
- Successful completion of Town of Glastonbury Oral Panel Examination
- Valid CHIP Card required at time of Oral Board Examination. This may be obtained by successfully completing a physical fitness assessment administered by Complete Health & Injury Prevention, Inc. (CHIP). For forms and additional information, [Click here](#) or call (203) 235-5865
- Successful completion of pre-certification of the Cooper test within 30 days prior to entering Police Academy (administered by Glastonbury Police Department)
- Successful completion of the Police Academy (arranged by Glastonbury Police Department)

## **What to Expect:**

### Taking the Cognitive Examination

When a cognitive examination date is scheduled, the Glastonbury Human Resources Department will invite applicants who are at least age 20, to take the exam. The invitation will be sent **by email** and will include the date, time and location of the exam session. It is important to check email frequently, as this is the only way exam invitations will be sent.

To enter the exam session, applicants must show the following:

- Proof of identity (for example, a driver's license or passport)

### Scoring/Passing the Cognitive Examination

Typically, the Glastonbury Human Resources Department will email participants' exam scores within two (2) weeks of the exam date. A minimum score of 70% is necessary to "pass" and move on in the process. Anyone whose score is below 70% will be eliminated from the recruitment process, but may reapply in the future.

Of those who pass the Cognitive Exam, a group will be selected from the highest scorers to participate in the Oral Panel Examination.

### Taking the Oral Panel Examination

Those who score the highest on the Cognitive Exam will be invited to take the Oral Panel Examination. For the exam, an applicant appears before a "panel" of law enforcement officers to answer questions related to his or her law enforcement interest, knowledge and judgment.

To enter the exam session, applicants must show the following:

- Valid CHIP Card (See "SPECIAL REQUIREMENTS {ENTRY-LEVEL APPLICANTS ONLY}," above)
- Proof of identity (for example, a driver's license or passport)

### Scoring/Passing the Oral Panel Examination

The quality of the applicant's answers will be scored by each panelist, resulting in an overall score. A minimum score of 70% is necessary to "pass" and move on in the process. Anyone whose score is below 70% will be eliminated from the recruitment process, but may reapply in the future.

Current and former U.S. military members, in good standing, receive five (5) points added to their **passing** Oral Panel Score, provided a copy of a current military identification or a DD-214 was submitted with the employment application.

### The Chief's Interview

An applicant's final examination score is the average of his/her Cognitive and Oral Panel exam scores. The highest scoring candidates will be invited to interview with the Chief of Police, who will determine suitability to continue through the recruitment process. This process includes a background investigation, medical examination, drug screen, psychological evaluation, and polygraph examination. See "What to Expect" in GENERAL REQUIREMENTS, above.

### How to Apply

Complete Application Packet, which includes: (1) Town of Glastonbury Employment Application, (2) Affirmative Action Questionnaire, (3) Police Officer Questionnaire and (4) Body Art Acknowledgement Form. NOTE: Incomplete applications or those without an Email address will not be accepted.

Applications may be obtained from the Town Hall Customer Service Center, the Police Department, or by clicking here <http://www.glastonbury-ct.gov/employment>

To submit packet: **Bring or mail to** - Town Hall Customer Service Center, 2155 Main Street, Glastonbury, CT 06033, or **Email** – [customerservicecenter@glastonbury-ct.gov](mailto:customerservicecenter@glastonbury-ct.gov)

*The Town of Glastonbury is an equal employment opportunity (EEO) employer. It doesn't discriminate on the basis of age, race, color, religious creed, sex, gender identity or expression, sexual orientation, marital status, national origin, ancestry, genetic information, status as a veteran, present or past history of mental disorder, intellectual disability, learning disability, or physical disability.*