

Minimum requirements for McCordsville Metropolitan Police Officer Candidates:

1. Shall possess a valid Indiana driver's license (or obtain one within 60 days of becoming an Indiana resident).
2. Shall be a US citizen.
3. Shall be at least 21 years of age, and not over 36 by date of appointment.
4. Shall be drug-free, and have "NO" convictions for operating a motor vehicle under the influence of drugs.
5. Shall not have a conviction for operating a vehicle while intoxicated, or operating a vehicle with a blood alcohol content of .08% or above within seven (7) years.
6. Shall have "NO" felony convictions.
7. Shall not have been convicted of domestic violence/domestic battery.
8. Shall not have been dishonorably discharged from the military.
9. Shall be a high school graduate or possess a GED certificate.
10. Shall not have used an illegal drug in the last three (3) years.

CURRENT PAY AND BENEFITS STRUCTURE:

- Retirement – P.E.R.F. (Public Employee Retirement Fund) NOTE: PERF-77 on or about 1/1/2019
- Vacation – After one year
- Personal Time – After one year
- Sick Leave - Cumulative from date of hire
- Uniforms – Provided
- Take home vehicle – After successful completion of Probationary Period
- Starting Salary - \$40,500.00 per year
- Insurance – Health, Dental, Vision and Disability are available.

If you meet the minimum requirements and wish to apply, please complete this Pre-application form **Completely and Truthfully** and return it as soon as possible.

Incomplete Pre-Applications WILL NOT Be Considered

**The McCordsville Metropolitan Police Department is an Equal
Opportunity Employer**

Reviewed 08/06/2018

McCordsville Metropolitan Police Dept. Pre-Application

The following information will be used for identification purposes
and in conducting a pre-employment investigation.
(Please Print Legibly or Type)

Last: _____ First: _____

Middle: _____ Maiden: _____

Address: _____ Apt: _____

City: _____ State: _____ Zip: _____

Home Phone Number: _____ Email: _____

Date of Birth: _____ Social Security Number: _____

Driver's License Number: _____ Driver's License State: _____

Employment:

Current Employer: _____ Position Held: _____

Address: _____ City: _____ State: _____ Zip: _____

Work Phone Number: _____

Duties: _____

Education:

Do you have a high school diploma or G.E.D.? _____ Year: _____

High School: _____ City: _____ State: _____

University/College: _____ City: _____ State: _____

Credit Hours: _____ Type of Degree: _____

Indiana Law Enforcement Academy Certified: _____ Year/Class: _____

Other State Certified Law Enforcement Academy: _____

Additional Experience, Schooling, Training or Certifications:

Please complete the following list of questions. If you answer yes for any of the questions, please completely explain your answer in the space provided or attach your explanation. Please reference the question number with each explanation. Arrest information must include the offense, month and year, outcome/disposition and the law enforcement agency. Illegal drug use must include the type of drug, number of times used, period of time used and month and year of last use. Information that is omitted from this section may result in the pre-application being discarded without notice to the candidate.

1. Have you ever been arrested for a felony crime? _____

2. Have you ever been convicted of any felony crime? _____

3. Have you ever been arrested for a misdemeanor crime? _____

4. Have you ever been convicted of any misdemeanor crime? _____

5. Have you ever had a criminal record expunged? _____

6. Have you ever been present when a crime was committed? _____

7. Have you ever committed or assisted another person in the crime of Murder, Kidnapping, Rape, Robbery, Burglary, Arson, Theft or Conversion? _____

8. Have you ever been arrested for an alcohol-related violation? _____
(i.e. public intoxication, operating while intoxicated, illegal possession or consumption of alcohol)

9. What is the most serious undetected crime that you have committed and when?

10. Have you ever received a traffic ticket? _____

11. Has your driver's license ever been suspended or revoked? _____

12. Have you ever purchased or sold anything you knew or suspected was stolen?

13. Have you ever possessed any illegal drugs? _____ If yes, what drug and date.

14. Have you ever purchased any illegal drugs? _____ If yes, what drug and date.

15. Have you ever sold any illegal drugs? _____ If yes, what drug and date.

16. Have you ever used an illegal drug? _____

Type of Drug	Number of Times Used	Over What Period	Month and Year Last Used
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1 _____

2 _____

3 _____

17. Have you ever been dismissed or asked to resign from a position of employment?

I have answered all questions fully and truthfully. I understand that any omission or misrepresentation or of facts may disqualify me from further consideration. If any of the information changes, I understand that I am responsible for promptly updating that information in writing.

I authorize the McCordsville Metropolitan Police Department to conduct a Pre-application background investigation.

Signed: _____ Date: _____

Please remit this form to:

**Major Paul J. Casey
McCordsville Metropolitan Police Department
Municipal Building
6280 West 800 North
McCordsville, IN 46055**

Note*** this pre-app form will expire after the first step of the employment process is completed, even if you do not participate.

Physical Fitness Testing

(Please Keep This Page To Prepare For The Physical Fitness Test)

The following physical fitness standards are required by the Indiana Law Enforcement Academy and the McCordsville Metropolitan Police Department. The tests are pass/fail and must be successfully completed to continue in the hiring process. It is in your best interest to prepare for the physical fitness test.

	<u>Test</u>	<u>Standard Requirement</u>
1.	1 Minute Sit-ups	29 minimum
2.	Pushups	25 minimum
3.	Vertical Jump	16 inches
4.	1.5 Mile Run	16 minutes 28 seconds
5.	300 Meter Run	71 seconds

Description of test:

1. **1 Minute Sit-ups:** Applicant starts by lying on their back, knees bent, heels flat on the floor, fingers laced and held behind their head. During the sit-up, the applicant in the up position must touch their elbows to their knees, then return until their shoulder blades touch the floor.
2. **Pushups:** Hands are placed slightly wider than shoulder width apart, with fingers pointed forward. Starting from the up position (elbows extended, only hands and feet touching the floor) the back must remain straight at all times. The applicant must lower their body to the floor until their chest touches the administrator's fist. The applicant then returns to the up position. This is one repetition.
3. **Vertical Jump:** Applicant stands with one side against the wall and reaches up as high as possible to mark their standard reach. Applicant jumps as high as possible and marks the highest point of their jump by touching a measuring stick. The applicant may only move one foot prior to the jump and must jump from both feet. The arms may thrust upward. Measurement is the total inches above the standard reach point.
4. **1.5 Mile Run:** Applicant Runs or walks as fast a possible for a distance of 1.5 miles in 16 minutes 28 seconds or less.
5. **300 Meter Run:** Applicant runs as fast as possible for 300 meters in 71 seconds or less.

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