



## ENTRY LEVEL PATROL OFFICER Application Information



The Mahwah Police Department will be administering a police test for an entry-level position(s). All applicants must possess one of the following: 1) NJ PTC Basic Police Officer Certification, 2) Alternate Route – completed, currently attending or accepted to a Basic Course for Police Officers at a New Jersey PTC approved academy **prior to the application deadline April 21, 2023**, or 3) SLEO II that has completed a New Jersey Academy plus 1 year of documented police employment. Any candidate who meets one of the requirements, will be eligible to take the first phase of the testing process: the Physical Fitness Indicator Test. Successful Candidates will move on to phase two. Upon completion of Phase 2, candidates will then be placed in rank order based on a combination of Phases 1 and 2. Candidates moving on to Phase 3, will be contacted via email. The entire testing process, as seen below, is expected to last approximately four – six weeks and the resulting eligibility list will expire on September 30, 2023, or sooner if top tier candidate list has been exhausted.

### **CHECK ONE**

- New Jersey PTC Basic Police Officer Certification.**
- Alternate Route – completed, currently attending or accepted to a Basic Course for Police Officers at a New Jersey PTC approved academy prior to the application deadline April 21, 2023.**
- SLEO II that has completed a New Jersey Police Academy and has 1 year of documented police employment and one of the following: 1) Bachelor’s Degree, 2) High School Diploma or equivalent, and honorable discharge from Armed Services or 3) High School Diploma or equivalent and four years of service as a sworn Law Enforcement Officer or Police Dispatcher at Municipal, County, State or Federal level)**

**Starting Salary: \$49,100 PTC Certified**

### **The testing process will include the following:**

- Phase 1: Physical Fitness Indicator Test – **Thursday April 27<sup>th</sup>, 2023 – 7:00pm**
- Phase 2: Written / Video Test administered through [www.Ergometrics.org](http://www.Ergometrics.org) – **Date to be Determined**
- Phase 3: Panel Interviews: Police Board (1) and Chief of Police (2) - **Dates to be Determined**
- Phase 4: Comprehensive Background Investigation / Records Check
- Phase 5: Medical Evaluation and Stress Test **OR** access to recent record of approved exam
- Phase 6: Psychological Evaluation **OR** access to recent record of approved exam

Applicants may reapply for subsequent tests.

All required documents (see candidate checklist) and fee of **\$30.00** should be mailed or dropped off to the Mahwah Township Police Department, 221 Franklin Turnpike, Mahwah, NJ 07430. Bank Check or Money Order (only) should be made out to: **Township of Mahwah**

**Closing date to return the application, fee and Medical Waiver will be April 21, 2023 at 4:00 PM. Fee is non-refundable**

**APPLICANT PRINT NAME:** \_\_\_\_\_ **APPLICANT SIGNATURE:** \_\_\_\_\_

*THE TOWNSHIP OF MAHWAH AND MAHWAH POLICE DEPARTMENT ARE EQUAL OPPORTUNITY EMPLOYER. WE CONSIDER APPLICANTS FOR ALL POSITIONS WITHOUT REGARD TO RACE, RELIGION, CREED, GENDER, NATIONAL ORIGIN, AGE, MARITAL OR VETERAN STATUS, SEXUAL ORIENTATION, OR ANY OTHER LEGALLY PROTECTED STATUS.*

*Please direct questions regarding this position to [gbugsinelli@mahwahpd.org](mailto:gbugsinelli@mahwahpd.org)*



# Mahwah Police Department

Office of the Chief  
Stephen Jaffe, Chief of Police



A Nationally Accredited  
Law Enforcement Agency

## POLICE PHYSICAL EXAM DISCLAIMER

### TO BE COMPLETED BY APPLICANT

I, \_\_\_\_\_, in consideration of my application

to become a Police Officer in the Township of Mahwah and participation in the physical agility test: I hereby for myself, my heirs, executors, and administrators waive any claim that I may have against the Township of Mahwah and the Mahwah Police Department, or their representatives, successors, or assigns for any injuries that may be suffered by me in this physical testing event. I certify that I am in good physical condition for this event and fully understand that it requires a high degree of physical exertion. I also certify that I am not suffering from any physical injuries or medical issues that could be complicated by my participation in this the physical test. By participating in this physical test, I, my executors, and administrators or assigns do hereby release and discharge the Township of Mahwah and the Mahwah Police Department, its officers, agents, and employees from any liability arising from my participation in the physical test.

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_  
DATE

### TO BE COMPLETED BY A PHYSICIAN OF THE APPLICANT'S CHOICE

THIS IS TO CERTIFY THAT I HAVE EXAMINED AND FOUND THE SUBJECT PHYSICALLY FIT TO PARTICIPATE IN A STRENUOUS PHYSICAL AGILITY / ENDURANCE TEST AS A PART OF THE SUBJECT'S APPLICATION FOR A POSITION AS PATROL OFFICER.

\_\_\_\_\_  
PHYSICIAN'S SIGNATURE

\_\_\_\_\_  
PHYSICIANS NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY - STATE - ZIP

\_\_\_\_\_  
PHYSICIANS ID NUMBER

\_\_\_\_\_  
DATE OF EXAMINATION



## Mahwah Police Department Applicant Checklist

- 1) Entry Level Patrol Officer Applicant Information
- 2) Police Physical Exam Disclaimer
- 3) Updated resume
- 4) Copy of your valid NJ Driver's License
- 5) Copy of your PTC Certificate (if attained)
- 6) Completed Mahwah Police Department Candidate Checklist

Any application that is returned with missing or incomplete information may cause the candidate to be excluded from the hiring process.

False statements of a material fact or practiced or attempted to practice any deception or fraud in the testing process - will result in immediate disqualification.

Any questions should be directed to:

[gbussinelli@mahwahpd.org](mailto:gbussinelli@mahwahpd.org)

Please keep a copy of this form for your records.

**\*\* DO NOT SUBMIT ORIGINAL DOCUMENTS**

**Applicant (print name):** \_\_\_\_\_

**Applicant signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**MAHWAH TOWNSHIP POLICE DEPARTMENT**

**ENTRY LEVEL POLICE OFFICER**



**Testing Procedures:**

**Phase 1:** Physical fitness indicator test      **Date:** Thursday April 27th, 2023

**Time:** Registration OPENS: 1815 hrs. TEST BEGINS: 1900 hrs.

**Location:** Mahwah High School Athletic Field, 50 Ridge Rd, Mahwah, NJ 07430

**Attire:** Dress for Physical Activity- **RAIN OR SHINE**

**Physical Test will be consistent with the New Jersey Police Training Commission Physical Conditioning Entrance Exam.**

	<u>Minimum to pass:</u>	<u>Higher Score:</u>
Vertical Jump:	15 inches	Higher jump, additional points
1 Minute Push-up:	24 repetitions	More repetitions, additional points
1 Minute Sit-up:	28 repetitions	More repetitions, additional points
300 Meter Run:	70.1 seconds	Pass/Fail
1.5 Mile Run:	15:55 minutes	Faster time, additional points

**You must meet the minimum standard on each event to move to phase 2.**

Additional points awarded for completing beyond the minimums=increase ranking.

**"Photo ID required for entrance."**

**Phase 2:** Written Exam Date: TBD

**Notification on Phase 2 information will be sent via email**

**Location:** TBD

**Written Exam provided by Ergometrics**

**Photo ID required for entrance**

**Phase 3:** Panel interview(s) Dates: **To be Determined**

**Phase 4:** Comprehensive Background Investigation/ Records Check

**Phase 5:** Medical Evaluation and Stress Test

**Phase 6:** Psychological Evaluation

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Issue Date: March 2023