



POLICE DEPARTMENT • TOWN OF HOPKINTON

406 Woodville Road Hopkinton, RI 02833 • 401-377-7750 FAX 401-377-7755



David S. Palmer, Chief of Police

Patrol Officer Qualifications

The **Hopkinton Police Department** is seeking qualified candidates for the upcoming testing procedure for the position of entry level Patrol Officer.

MINIMUM QUALIFICATIONS:

- Must be 21 years of age
- Must have High School Diploma or GED equivalent
- Must be a United States citizen
- Must possess a valid driver's license

TESTING PROCEDURE:

- Written Examination: March 10th, 2018, at 9:00 A.M.; Break at 12:00 P.M. - 1:00 P.M.
- Physical Agility Test: March 10th, 2018, at 1:00 P.M.
 - Chariho High School, 453 Switch Road, Wood River Junction, RI, 02894
- *Upon successful completion and passing of the written examination and physical test:*
- Oral Board Examination: TBD
- Final Interview with the Chief of Police: TBD
- Psychological Examination and Interview
- Physical Examination by Town Appointed Physician
- Drug and Alcohol Screening
- Extensive Background Investigation

Interested candidates should:

1. Complete the application available online at www.hopkintonpolice.org or www.hopkintonri.org and submit along with a \$25 non-refundable application fee (check or money order only) made payable to the Town of Hopkinton. The Town may waive the application fee if it creates a financial burden for the applicant. In such cases, the applicant shall submit a letter to the Police Chief requesting such a waiver.

Applications **MUST BE** received **NO LATER THAN 4:00 P.M. on March 2nd, 2018**. The completed application and \$25 non-refundable application fee must be mailed or dropped off in a sealed envelope to:

**Hopkinton Police Department
c/o Captain Mark Carrier
406 Woodville Road
Hopkinton, Rhode Island 02833**

2. Attend the written and physical examination on the above date and time. You **WILL NOT** receive any other notice of this exam. Check-in begins one hour prior to the start of the examination. **THERE IS NO LATE ENTRY.**
3. Candidates must be dressed in business attire. **NO** sneakers or jeans will be allowed. Candidates must have in their possession two (2) number two pencils and a valid driver's license. **NO** electronic devices, food, or study material will be allowed in the building prior to break. Bottled water only. Candidates should bring a light lunch with them prior to the start of the PT test. You will not be allowed to leave the testing facility.
4. For the PT test, candidates should be wearing black or dark blue shorts, a white t-shirt and running sneakers. You **MUST HAVE** the *Fitness Test Medical Certificate* completed and in your possession at the time of the test, or you will not be allowed to participate.



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Patrol Officer Essential Functions

General Description

Police Officers are assigned to duties which include but are not limited to: patrol operations, traffic enforcement, criminal investigations, community policing activities, and community caretaking functions. Police Officers patrol assigned area primarily in single officer police vehicles, and interact with citizens on both dispatched and self-initiated calls for service. Police Officers are first responders for incidents and emergency responses and may be required to establish incident command system protocols during a response to a major incident or unusual occurrence. This ability to interact with citizens, maintain ethical standards and multi-task are critical functions for a Police Officer.

Essential Job Functions

- Affect an arrest, forcibly if necessary, using handcuffs and other restraints; subdue resisting suspects using maneuvers and weapons and resorts to the use of hands and feet and other approved weapons in self-defense.
- Prepare investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations.
- Exercise independent judgment in determining whether information leads to reasonable suspicion to detain, when probable cause exists to search and arrest, and when force may be used and to what degree.
- Operate a law enforcement vehicle during both the day and night; in emergency situations involving speeds in excess of posted limits, in congested traffic and in unsafe road conditions cause by factors such as fog, smoke, rain, ice and snow.
- Communicate effectively and coherently over law enforcement radio channels while initiating and responding to radio communications and while operating a law enforcement vehicle.
- Gather information in criminal investigations by interviewing and obtaining the statements of victims, witnesses, suspects, and confidential informers.
- Pursue fleeing suspects and perform rescue operations which may involve quickly entering and exiting law enforcement patrol vehicles; lifting, carrying, and dragging heavy objects; climbing over and pulling up oneself over obstacles; jumping over obstacles, ditches and streams, crawling in confined areas; balancing on uneven or narrow surfaces and using body force to gain entrance through barriers.
- Load, unload, aim and fire and become proficient in a variety of police firearms under conditions of stress that justify the use of deadly force and within prescribed certification standards, which include, but are not limited to, handguns, shotguns, and other shoulder fire weapons, fired from a variety of body positions.



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- Perform searches of people, vehicles, building and large outdoor areas which may involve feeling and detecting objects, walking for long periods of time, detaining people and stopping suspicious vehicles and persons.
- Conduct visual and audio surveillance for extended periods.
- To detect possible violations of physical security breaches of building after being alerted to same through reports of intrusion alarms, citizen complaints or officer's observation and conducting overall physical security checks of the structure of said building to verify their integrity.
- Effectively communicate with people, including juveniles, by giving information and directions, mediating disputes, and advising of rights and processes.
- Testify using proper communication skills in court and other formal settings.
- Detect and collect evidence and substances that provide the basis of criminal offences infractions and that indicate the presence of dangerous conditions.
- Endure verbal and mental abuse when confronted with the hostile view and opinions of suspects and other people encountered in an antagonistic environment.
- Perform rescue functions at accidents, emergencies, and disasters including, but not limited to, directing traffic for long periods of time, administering emergency medical aid, lifting, dragging, and carrying people away from dangerous situations and securing and evacuating people from particular areas.
- Process and transport prisoners and committed mental patients using handcuffs and other appropriate restraints.
- Extinguish small fire by using a fire extinguisher and other appropriate means.
- Read and comprehend legal and non-legal documents, including the preparation and processing of such documents as citations, affidavits, and warrants.



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FITNESS TEST MEDICAL CERTIFICATE

Dear Physician:

The following named individual has submitted an application to become a Police Officer with the Hopkinton Police Department.

Candidate Name: _____

Date of Birth: _____

Address: _____ Town/City: _____ State: _____

The Hopkinton Police Department and the Rhode Island Department of Public Safety/Municipal Police Training Academy (RIDPS/MPTA) requires each candidate to bring a completed Physical Fitness Test Certificate to the Physical Fitness Test before he/she will be allowed to participate in the test. A statement must be obtained from a licensed physician that the candidate is of sufficient physical conditioning to undergo a Physical Fitness test. The Fitness Test Medical Certificate must be completed within six (6) months of the Physical Fitness testing date.

Attached to this form is a listing of the minimum physical fitness standards a candidate must attain. We ask that your evaluation is based upon these criteria. Thank you for your assistance.

PHYSICIAN'S STATEMENT

I have examined the above-named individual on _____
(DATE)

After reviewing each of the four (4) events, I find him/her to be of sufficient physical conditioning to allow the candidate to participate in the Hopkinton Police Department and RIDPS/MPTA Physical Fitness Test.

Comments (if any) _____

Physician's Signature _____

(Please type or print below)

Physician's Name: _____

Address: _____ Phone: _____



**RHODE ISLAND MUNICIPAL POLICE TRAINING ACADEMY
PHYSICAL FITNESS ASSESSMENT 40TH PERCENTILE**



1 Minute Push-Ups

	Age<20	20-29	30-39	40-49	50-59
Male	29.0	29.0	24.0	18.0	13.0
Female	15.0	15.0	11.0	9.0	n/d

1.5 Mile Run

	Age<20	20-29	30-39	40-49	50-59
Male	12:38	12:38	13:04	13:49	15:03
Female	14:50	14:50	15:38	16:21	18:07

1 Minute Sit-Ups

	Age<20	20-29	30-39	40-49	50-59
Male	41.0	38.0	35.0	29.0	24.0
Female	32.0	32.0	25.0	20.0	14.0

300 Meter Run

	Age<20	20-29	30-39	40-49	50-59
Male	59.0	59.0	58.9	72.0	83.2
Female	71.0	71.0	79.0	94.0	n/d