

## General Qualifications

*All applicants for the position of full-time police officer and/or Class II SLEO at the time of appointment must:*

- Must be a resident of New Jersey and a citizen of the United States;
- Must be between 18 and 35 years of age;
- A full-time police officer must have an Associate's degree or the equivalent of 60 college credits or shall have served in the armed forces of the United States for a minimum of two years and received an honorable discharge. The education or military service requirement shall not apply to the initial appointment of a special law enforcement officer, but no special law enforcement officer shall be appointed as a full-time police officer unless the aforementioned requirements are satisfied. Credits or degrees must be recognized by the American Council on Education as listed in Accredited Institutions of Post-Secondary Education.
- Must have the ability to perform all the tasks, duties, and essential job functions of a police officer;
- Must possess a valid New Jersey driver's license;
- Must have no criminal history and possess a good moral character.

## Registration Instructions

- Registration must be made in person at the Manalapan Township Police Headquarters, 120 Route 522, Manalapan, NJ 07726. Applications will be accepted 24 hours a day, seven days a week. If arriving after business hours, please use the "Red Phone" located in either the vestibule or the police lobby to speak with a dispatcher.

## Documents/Items Required to Register

- Completed Typed Pre-Employment Application (Handwritten applications will not be accepted).
- Resume
- Copy of Photo Identification (Valid Driver's License preferred)

## Forms to be returned at the time of the Physical Agility Test (Test date will be provided to applicant after registering):

- Police Applicant Release Agreement (Injury Waiver) - print but do not sign until in the presence of police personnel.
- Pre-admission Physical Fitness Testing Requirements.

## Physical Agility Test Information

This phase of the examination process consists of the following exercises in the following order with minimal rest between exercises: Vertical Jump, Sit-Ups, 300 Meter Run, Push-Ups, 1.5 Mile Run, Pull-Ups and Defensive Tactics. Applicants are encouraged to give their maximum effort on all exercises in order to attain the highest possible score. All of the exercises will be explained and demonstrated prior to the applicants performing their test.

Applicants are allotted one minute to perform as many sit-ups and push-ups as possible. Applicants will perform the untimed pull-up exercise to achieve their maximum amount of pull-ups. Applicants will be timed in their performance of the 300 meter run and 1.5 mile run. Applicants will then be required to pass a defensive tactics phase which will last for 100 seconds. Be advised that each exercise will be performed with minimal rest between them.

It is required that all candidates wear appropriate athletic attire. This will include a white t-shirt or white sweat shirt, blue or black gym shorts or warm-up pants, and sneakers. Boxing gloves will be provided.

### **Selection Process**

Police Officer candidates must pass a physical fitness test and an oral interview. After successful completion of these tests, the candidate will undergo a rigorous background investigation which will include the following: verification of qualifying credentials, review of criminal, civil and motor vehicle records, a review of the candidate's financial history, the verification of at least three personal references, a review and investigation of the applicant's social status and lastly, a review of the applicant's employment history.

Upon receipt of a conditional offer of employment, a medical examination to include a drug screening and psychological evaluation will be conducted.

### **General Information**

The Manalapan Township Police Department offers a competitive salary, excellent benefits, enrollment in the Police and Fireman's Retirement System and continuous training and education.

Manalapan Township is an Equal Opportunity Employer.