



Getting a job as a police officer can be a lengthy, difficult, time consuming and competitive process.

The process has a series of examinations, interviews and investigative steps designed to select the best candidates. Both the physical agility and written test portions are facilitated by the City of Hartford's, Human Resource Department. The background investigations are conducted by Investigators from both the Backgrounds Investigative Division and the Internal Affairs Division of the Hartford Police Department.

Steps in the Process following an accepted application:

- Written Test
- Physical Agility Test
- Oral Board Examination
- Background Investigation
 - Fingerprints
 - Drug test
 - Polygraph examination
 - Psychological examination
 - Credit history
 - Driving history
 - Criminal history check
 - Reference checks
 - Employment history
 - Home visit
- Medical Examination
- Police Chief Interview

Written Test:

The exam is comprised of the following components

- Observation and Memory
- Written communication/Report writing
- Reading comprehension
- Reasoning and Analytical ability

These components measure an applicant's ability to learn the job and evaluate a candidates understanding of the English language. It also assesses the applicant's ability to articulate information received, thinking and reasoning processes. The written exam is a multiple choice, 100 question exam that must be completed within a two-hour time period. The minimum passing score is 70.

Physical Agility:

It is suggested that all applicants maintain a healthy level of fitness during and after the selection process. As part of the selection process, prior to entering into the Hartford Police Academy, an applicant must successfully complete a fitness test that measures the applicants, strength, agility and endurance to pass at the 40th percentile.

Entry Physical Fitness Testing Standard for process to begin March 1, 2017:

- Minimum acceptable Cooper's Test score:
 - 30th % at application
 - 40th % at entry into academy

Oral Board:

The oral board examination evaluates an applicant's resourcefulness, attitude and overall abilities in communication, approach towards police work and ability to resolve issues within a scenario that a written exam cannot measure. Scenarios can be based on the following:

- Interpersonal skills
- Maturity
- Personal integrity/moral compass
- Empathy
- Attitude
- Judgment
- Objectivity

Oral board panels will be composed of a number of panelists, who rate all of the applicant's responses from each question. Each interview session is approximately 15-20 minutes.

Background Investigation Steps:

The Hartford Police Department conducts extensive background checks on all police officer candidates during the selection process. Your personal history will be checked and assessed. Failure to disclose information may result in automatic disqualification of your application. All offences, including those that we committed as a juvenile must be disclosed to investigators.

Background Meetings:

Meeting 1

- Provide forms to be completed by the second meeting
- Fingerprints

Meeting 2

- One on One meeting with investigators
- Candidate will provide ALL documentation requested
- Meeting with Polygraph Examiners and completion of polygraph questionnaire

Background Process:

- Assigned to an investigator
- Drug testing
- Fingerprints
- Financial history
- Driving history
- Criminal history check
- Reference check
- Employment history
- Polygraph examination
- Psychological examination
- Medical examination
- Physical agility test POSTC standard (40th %)
- Chief's Interview

Polygraph:

The purpose of the polygraph is to determine the applicant's honesty and can detect physiological changes indicating deception.

Truthfulness and consistency are key.

Psychological examination:

A psychological interview is conducted by a licensed psychologist to assess an applicant's suitability for the role of police officer and further assesses an individual's emotional stability

Medical Examination:

Candidates will be given a medical examination by a doctor to assess your current health status, as well as your medical and surgical history. During this medical examination, an applicant's vision will be checked as well.

Police Chief Interview:

Candidates that successfully complete all steps of the background process will interview with the Chief of Police, whom is the ultimate hiring authority.

Requirements:

Police Officer Standards and Training Council (POSTC)

POSTC mandates that certain entry-level requirements and conditions must be met before any person is appointed to the position of probationary police officer in Connecticut.

POSTC Requirements

Educational requirement:

- Graduated from an accredited high school or
- A formal certificate of equivalency to high school graduation (GED)

Minimum age requirement:

- 21 years old

Citizenship Requirement:

- Must be a citizen of the United States of America

Motor Vehicle Operator License Requirement:

- Must have a valid Operator's license in the State of Connecticut or issued by another state
- The candidate's right to operate a motor vehicle in this state which is not under suspension

Validated Written Examination:

- The candidate has been tested by passing a validated written test

Personal Interview Panel Examination:

- The candidate has been tested by an oral interview panel, which is designed to evaluate predictors of job related skills and behaviors, including interpersonal and communication skills

Fingerprint Examination:

- The candidate's fingerprints shall be submitted to the Federal Bureau of Investigation for the purpose of determining the existence of any criminal history record

Criminal Convictions:

The candidate has no criminal record of any:

- Conviction, under federal or state law, of any felony or
- Class A or Class B misdemeanor, or any crime in any other jurisdiction that would, if committed in this state, constitute a Class A or Class B misdemeanor or
- Any act which would constitute perjury or false statement or
- Any other conviction that precludes a person from carrying a firearm.

Applicant Certification:

The Police Officer Standards and Training Council requires, as a condition of appointment to a position of probationary candidate in a law enforcement unit in the State of Connecticut, that the candidate has signed, as part of the initial application process, a statement that if the candidate falsifies any part of the information required of the candidate during the application process, that act, in and of itself, constitute grounds for termination whether discovered prior to or subsequent to the appointment of the candidate.

STATE STATUTE FIREARM DISQUALIFIERS

If you cannot possess a firearm, you cannot become a police officer

Public Act 13-3, PA13-220, 53-202a, and associated firearms laws to include, but not limited to, 29-32, 29-36F, and 29-36I, regarding Pistol Permits, Eligibility Certificate for Pistols and Revolvers, Eligibility Certificate for Long Guns if convicted after October 1, 1994, and Ammunition Certificate

You cannot legally possess a firearm in Connecticut if:

- You are under 21 years of age
- You have been convicted of a Felony or a Misdemeanor crime of domestic violence.
- You are the subject of a Protective or Restraining Order
- You have been convicted of a felony, or convicted in Connecticut for any of the following misdemeanors:
 1. Illegal possession of narcotics or other controlled substances - 21a- 279(c)
 2. Criminally negligent homicide - 53a-58
 3. Assault in the third degree - 53a-61
 4. Assault of a victim 60 or older in the third degree - 53a-61a
 5. Threatening - 53a-62
 6. Reckless endangerment in the first degree - 53a-63
 7. Unlawful restraint in the second degree - 53a-96
 8. Riot in the first degree - 53a-175
 9. Riot in the second degree - 53a-176
 10. Inciting to riot - 53a-178
 11. Stalking in the second degree - 53a-181d, or
 - Convicted of a serious juvenile offense.
 - Has been discharged from custody after having been found not guilty of a crime by reason of mental disease.
 - Has been confined in a hospital for persons with psychiatric disabilities.
 - Has been voluntarily admitted to a hospital for persons with psychiatric disabilities.
 - Is subject to a firearm seizure order pursuant to Connecticut General Statute Section 29-38c or is an alien illegally or unlawfully in the United States.
 - Any federal disqualifiers listed in Title 18 U.S.C Chapter 44.

FEDERAL FIREARM DISQUALIFIERS UNDER 18 USC§ 922[g][1-9]

It shall be unlawful for any person to possess a firearm—

- Who has been convicted of a crime punishable by imprisonment for a term exceeding one year
- Who is a fugitive from justice
- Who is an unlawful user of or addicted to any controlled substance
- Who has been adjudicated as a mental defective or who has been committed to a mental institution
- Who is illegally or unlawfully in the United States
- Who has been admitted to the United States under a nonimmigrant visa
- Who has been discharged from the Armed Forces under dishonorable conditions
- Who, having been a citizen of the United States, has renounced their citizenship
- Who is subject to a court order (domestic violence)
- Who has been convicted in any court of a misdemeanor crime of domestic violence

Specifications and Standards for Fitness Testing: The POSTC approved Fitness Test is a scientifically valid test, consisting of four separate test components, conducted during a one to two-hour window of time. The test is conducted in the following order:

Test 1. The One Minute Sit Up Test. This is a measure of the muscular endurance of the abdominal muscles and core area. Sit ups are done with bent legs and hands alongside the ears. The score is the number of correctly performed sit ups in one minute.

Test 2. The 300 Meter Run Test. This is a measure of anaerobic power. The candidate runs 300 meters on a suitable running area. (i.e.: 3/4 of 1 lap on a 400 meter track). The score is the minutes and seconds necessary to complete the 300 meter distance.

Test 3. The One Minute Push Up Test. This is a measure of absolute strength of the muscles of the upper body. Push-ups start in the up position (flat back and arms fully extended). The candidate lowers their body to approximately four inches from the ground without touching/bending their knees. Without touching their knees, the candidate then fully extends arms into the up position. The score is the number of correctly performed push-ups in one minute.

Test 4. The 1.5 Mile Run. This is a measure of the cardiovascular capability of the runner. The test is conducted on a suitable running area. The score is the minutes and seconds necessary to complete the 1.5 mile distance.

MALE CANDIDATES 30%:

AGE	1 MINUTE OF SIT-UPS	300 METER SPRINT	1 MINUTE OF PUSH-UPS	1.5 MILE RUN
20-29	35	62.1 Seconds	26	13:16
30-39	32	63.0 Seconds	20	13:46
40-49	27	77.0 Seconds	15	14:34
50-59	21	87.0 Seconds	10	15:58
60-69	17	No available data	8	17:38

FEMALE CANDIDATES 30%

AGE	1 MINUTE OF SIT-UPS	300 METER SPRINT	1 MINUTE OF PUSH-UPS	1.5 MILE RUN
20-29	30	75 Seconds	13	15:52
30-39	22	82 Seconds	9	16:38
40-49	17	106.7 Seconds	7	17:22
50-59	12	No available data	No available data	18:59

MALE CANDIDATES 40%

AGE	1 MINUTE OF SIT-UPS	300 METER SPRINT	1 MINUTE OF PUSH-UPS	1.5 MILE RUN
20-29	38	59 Seconds	29	12:38
30-39	35	59 Seconds	24	12:58
40-49	29	72 Seconds	18	13:50
50-59	24	83 Seconds	13	15:06
60-69	19	No available data	10	16:46

FEMALE CANDIDATES 40%

AGE	1 MINUTE OF SIT-UPS	300 METER SPRINT	1 MINUTE OF PUSH-UPS	1.5 MILE RUN
20-29	32	71 Seconds	15	14:50
30-39	25	79 Seconds	11	15:43
40-49	20	94 Seconds	9	16:31
50-59	14	No available data	7	18:18

(Please note this is not a comprehensive list, and the regulations are subject to change.)