

## Testing & Recruitment

Applicants for the position of Police Officer must meet the following requirements:

- ◆ Be a United States Citizen
- ◆ Possess a valid Driver's License
- ◆ Have a High School Diploma or G.E.D.
- ◆ Be 21 years of age at time of appointment and not older than 35 years of age.

The Bartlett Police Department requires potential Police Officer candidates to attend a *mandatory* Orientation Session followed by a Written Entrance Examination process.

Police Officer candidates who receive a passing score on the Written Entrance Examination will then be invited to participate in further steps in the hiring process which include an Oral Interview with the Board of Fire and Police Commissioners, a complete physical examination including drug screening, a polygraph examination, a psychological examination, and an in-depth background investigation.

Preference points are awarded to the preliminary score for those candidates who qualify for such based on military experience, college education and State of Illinois certified police officers.

**The date and time of the Orientation/Written Examination will be Saturday, June 16, 2012 at 8:30 a.m. and will be held at Bartlett High School. Additional information on testing can be obtained by completing an Applicant Contact Card, available at the Bartlett Police Department.**

New recruits will attend one of Illinois' Basic Law Enforcement Academies followed by an intensive 14-week Field Training Program. During this phase, recruits will be fully trained by Field Training Officers and will continue under close supervision until the completion of their 18-month probationary period.

## Other Facts



The Bartlett Police Department was professionally accredited on November 22, 1997 by the Commission on Accreditation for Law Enforcement Agencies (CALEA), and earned the honor of reaccreditation in 2000, 2003, 2006, and 2009. In 2006 and

again in 2009, the police department was named a "Flagship Agency" by CALEA, a designation meaning the police department excels in its commitment to professionalism.



Over 65% of the Police Department's sworn personnel have a Bachelor's degree or higher.



In 2010, each police employee averaged over 100 hours of professional training.



The police facility was newly remodeled and modernized in 1992. A new municipal building was completed in 2006. The Police Department enjoys the convenience of a state-of-the-art computerized pistol range, men's and women's full-service locker rooms, and its own workout facility with treadmills, free weights, and other modern equipment.



Village schools fall under School District Unit 46 and include 7 elementary schools, Eastview Middle School and Bartlett High School.

**The Village of Bartlett is an Equal Opportunity Employer and operates a Drug-Free Workplace**

# Bartlett Police Department



**Chief Kent Williams**

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## About the Village

The Village of Bartlett, incorporated March 2, 1891, is a suburb of Chicago located 30 miles northwest of the city. The Village encompasses approximately 16 square miles and its boundaries include portions of Cook, DuPage and Kane counties. The Village's population has grown impressively from a community of 3,501 residents in 1970 (U.S. Census) to a population of 41,402 in 2007 (Special Census).



The continued, steady growth of the Village of Bartlett and the evolving needs of our community are also reflected in the growth and character of the Bartlett Police Department.



## About the Department

The Bartlett Police Department prides itself on being a progressive, highly trained, professionally accredited agency which is committed to servicing the needs of the citizens of the Village of Bartlett on a daily basis.



The Bartlett Police Department is currently authorized a staff of 56 full-time sworn personnel and 17 full-time civilian personnel.

In addition to general patrol activities, police officers are offered a wide variety of training opportunities and specialty assignments which include, but are not limited to:

- ◆ Investigations (Detective)
- ◆ Bicycle Patrol
- ◆ Juvenile Specialist
- ◆ Firearms Instructor
- ◆ Field Training Officer
- ◆ Canine Unit
- ◆ Narcotics Officer
- ◆ NIPAS Emergency Services Team (SWAT)
- ◆ SPEAR Team (SWAT)
- ◆ Traffic Unit
- ◆ Accident Investigation
- ◆ Fire/Arson Investigation
- ◆ Evidence Technician
- ◆ Warrant Service/Directed Patrol Team
- ◆ Crime Prevention Unit
- ◆ Crisis Intervention Team
- ◆ Elderly Services Officer
- ◆ DARE Officer
- ◆ School Resource Officer
- ◆ Major Case Assistance Team



The Bartlett Police Department currently uses a 56-day shift rotation between two 12-hour shifts for the Patrol Section. Patrol Officers on the A.M. shift work from 6:00 A.M. until 6:00 P.M. and Patrol Officers on the P.M. shift work from 6:00 P.M. until 6:00 A.M. This unique patrol schedule offers Patrol Officers the benefit of a 3-day weekend off (Friday, Saturday, Sunday) every other week. This schedule also translates into Patrol Officers only working 14 days per month.

Under the current contract, police officer starting and maximum salaries are:

Minimum	Maximum
<b>\$56,961</b>	<b>\$80,684</b>

Additional compensation for Police Officers includes benefits such as:

- ◆ Medical Insurance
- ◆ Dental Insurance
- ◆ Life Insurance
- ◆ Pension Plan
- ◆ Deferred Compensation Plan
- ◆ 2 Weeks Paid Vacation (starting officer)
- ◆ 9 Paid Holidays
- ◆ 4 Paid Personal Days
- ◆ 12 Paid Sick Days allotted per year
- ◆ Longevity Pay
- ◆ Generous Uniform Allowance
- ◆ Tuition Reimbursement
- ◆ In Service Training and On-Going Professional Development

Bartlett police officers are expected to present a professional appearance and adhere to standards of good personal hygiene and grooming while on duty. Body piercing, other than ear piercing, must not be visible. Visible tattoos and brands are prohibited while wearing the uniform of the day. Tattoos must be naturally covered by the uniform of the day without additional bandages, makeup or clothing. Restrictions are in place for hair styles and facial hair.