



OUTLINE OF POLICE OFFICER POSITION

The Fire and Police Commission of the City of Mt. Vernon is compiling an eligibility list for the position of Police Officer, from which list future hires may be made.

Below is a brief outline of various points you should know regarding the position of Police Officer with the City of Mt. Vernon.

In order to avoid any misunderstandings, please review the following information carefully.

YOU CAN EXPECT

SALARY

The starting salary is approximately \$68,604.9 which includes roll call, kelly time, and holiday pay. After your first year of employment, your salary is approximately \$78,568.95 which includes roll call, kelly time, and holiday pay with step increases. There's opportunity for additional pay master patrol (additional \$6,000 per year) and overtime throughout the year.

HEALTH INSURANCE

The City pays 100% of the employees' health insurance premiums. The employee, if he or she chooses, may purchase dependent coverage at current negotiated rates. The City is self-insured with HCH Administration, Inc. as their third party administrator.

VACATION

Earned vacation is as follows:

Eighty (80) hours after one (1) year of service
One hundred twenty (120) hours after seven (7) years of service
One hundred sixty (160) hours after twelve (12) years of service

UPON COMPLETION OF FIRST YEAR

Upon completion of the first full year employee will earn:

- Thirty-six (36) hours of personal leave off per calendar year
- Twelve (12) hours for safety day, if no avoidable accident occurred during the previous year
- Twelve (12) hours for birthday leave off annually after first year of employment

HOLIDAYS

Police Officer positions do not include holidays off. Due to this fact, the City of Mt. Vernon will pay one-hundred-four (104) hours of holiday pay annually to be paid bi-weekly above the base pay. Included in above salary listing.

SICK LEAVE

Eight (8) hours of sick leave will be earned for each full month of employment, up to a total of one thousand (1,000) hours.

SHIFTS

Police Officers work twelve (12) hour shifts, which are bid (days or nights) based on seniority 3 times a year. The 12 hour shifts allow for every other Friday, Saturday, and Sunday off.

RESIDENCY REQUIREMENTS - Must reside in Jefferson County, Franklin County, Hamilton County, Marion County, Perry County, Washington County, or Wayne County within 6 months of date of hire.

- ✓ You only work half the year! With 12 hour shifts you are off just as many days as you work.
- ✓ Opportunities for advancement based on Departmental growth and City growth
- ✓ Opportunity to further your education
- ✓ Incentive pay program for advanced training and education

APPLICATION AND TESTING PROCEDURES

1. Applications must be submitted online.
2. All testing is mandatory. Applicants will be required to provide driver's license for admittance to any part of the procedure. Applicants shall further be required to sign in at all testing procedures. Failure to attend any part of the procedure shall result in the disqualification of the Applicant.
3. Physical agility test.
4. Written examination—this test will be given only to Applicants who have passed the physical agility test.
5. Oral interview—for Applicants who have passed all previous tests. This is scheduled at a later date.
6. Thorough background investigation will be made on all applicants who are placed on the eligibility list. Applicants shall be required to sign a document authorizing release of all background information to the Fire and Police Commission, including credit history upon being offered a position as a Police Officer.
7. When showing up for the test, please include the following:
 - (1) Copy of service discharge (if applicable)
 - (2) Copy of DD Form #214 (if applicable)
 - (3) Copy of high school diploma, or G.E.D. certificate
 - (4) Proof of previous law enforcement experience and certificates (if applicable)

The below required waivers and releases will be required at the test site.

Signed waivers and release forms
Original agility test/release of all liabilities – signed
Any additional information or resume (optional)
8. Applicants must be between the ages of twenty-one (21) and thirty-five (35) years old unless applicant is an active law enforcement officer or meets other exemptions set forth in Illinois Compiled Statutes.
9. All Applicants placed on eligibility list will be subject to medical examination and in-depth physiological examination.
10. **Incomplete applications shall be rejected and disqualify candidate from testing. Final decision on rejections and disqualifications will be made by the Police Chief or his designee.**

FIRE AND POLICE COMMISSION

George W. Beck, Chairperson
Clarence Mays, Commissioner
Lance Cusumano, Commissioner
Paula Dodillet, Commissioner
Michael Carbonaro, Commissioner

APPENDIX A Physical Fitness Standards

1. SIT AND REACH TEST: This is a measure of the flexibility of the lower back and upper leg area. It is an important area for performing police tasks involving range of motion and is important in minimizing lower back problems. The test involves stretching out to touch the toes beyond the extended arms from the sitting position. The score is in the inches reached on a yard stick with 15" being at the toes.

	MALE AGE	MALE AGE	MALE AGE	MALE AGE		FEMALE AGE	FEMALE AGE	FEMALE AGE	FEMALE AGE
TEST: Sit and Reach	20-29	30-39	40-49	50-59		20-29	30-39	40-49	50-59

14.4	13.0	12.0	10.5		17.0	16.5	15.0	14.8
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2. ONE MINUTE SIT UP TEST: This is a measure of the muscular endurance of the abdominal muscles. It is an important area for performing police tasks that may involve the use of force and is an important area for maintaining good posture and minimizing lower back problems.

	MALE AGE	MALE AGE	MALE AGE	MALE AGE		FEMALE AGE	FEMALE AGE	FEMALE AGE	FEMALE AGE
TEST: One Minute Sit Up Test	20-29	30-39	40-49	50-59		20-29	30-39	40-49	50-59

33	30	24	19		24	20	14	10
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3. ONE REPETITION MAXIMUM BENCH PRESS: This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate.

	MALE AGE	MALE AGE	MALE AGE	MALE AGE		FEMALE AGE	FEMALE AGE	FEMALE AGE	FEMALE AGE
TEST: Bench Press	20-29	30-39	40-49	50-59		20-29	30-39	40-49	50-59

88%	78%	72%	63%		51%	47%	43%	39%
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4. 1.5 MILE RUN: This is a timed run to measure the heart and vascular systems' capability to transport oxygen. It is an important area for performing police tasks involving stamina and endurance and to minimize the risk of cardiovascular problems. The score is in minutes and seconds.

	MALE AGE	MALE AGE	MALE AGE	MALE AGE		FEMALE AGE	FEMALE AGE	FEMALE AGE	FEMALE AGE
TEST: 1.5 Mile Run	20-29	30-39	40-49	50-59		20-29	30-39	40-49	50-59

14:00	14:34	15:24	16:58		16:46	17:38	18:37	20:44
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