



2501 WOODLAND ROAD | AMBRIDGE, PA 15003

HARMONY TOWNSHIP POLICE OFFICER APPLICATION

Upon your request we are providing an application for the position of Harmony Township Police Officer, recently advertised in the Beaver County Times. This is a full-time position.

Applications must be completed in total and delivered to and received by the Township Manager's Office, 2501 Woodland Road, Ambridge, PA15003 on or before 3:30pm on Friday August 9th, 2024.

Applications must be completed in total and all information requested must be provided at the time of submission.

- 1) A copy of your High School Diploma or equivalent.
- 2) A copy of your current Pennsylvania Municipal Police Officers Education & Training Commission card or certification of completion of your Act 120 training.
- 3) For identification purposes, submit a copy of your valid operator's license.
- 4) All other information as requested.

The date and location of the physical agility test is to be determined. All applicants will be notified of the time, date and location of the test.

If you pass the physical agility test, you are eligible to take the written exam.

The date and location of the written examination has yet to be determined. All applicants passing the physical agility test will be notified of the time, date and location of the written exam.

Other mandatory components of the exam are an oral examination, a background check, a post offer psychological examination.

Thank you for your interest in Harmony Township.

Patrolmen Civil Service August 01, 2024.

APPLICANT'S RELEASE

PHYSICAL AGILITY TEST

As an applicant for the Harmony Township Civil Service Examination for part time police officer, I understand that I will be required to undergo a Physical Agility Test consisting of the following:

300 METER RUN

Cover the required distance of 300 meters within 67.0 seconds.

SIT-UPS

With legs bent at a 90-degree angle, heels on the mat or ground, fingers interlocked behind the head, lift the body, touch elbows to knees, and return to the starting position, shoulders touching the mat or ground, 30 times within one (1) minute. Feet may be together or apart and may be held by another. Fingers must stay interlocked behind the head throughout the event. The back cannot be arched and the buttocks cannot be lifted from the mat.

PUSH-UPS

From a front supported position, hands and feet (toes), lower body as a unit with shoulders, hips and legs in the same plane, lowering the body by bending the elbows until the upper arms are parallel to the ground and return to a front supported position by straightening the arms, 15 times within one (1) minute. Rest is permitted in the up position.

1.5 MILE RUN

Cover a measured distance of 1.5 miles on an assigned course within a sixteen (16) minute time frame.

I have read and understand the requirements of the Physical Agility Test set forth above and knowing this, I believe myself to be in good health and physically fit to participate in this test. I represent that to the best of my knowledge and belief I have no physical condition that would likely cause physical injury, disability, or illness as a result of attempting to perform the elements of the test as described above. In consideration of processing my application, and intending to be legally bound, I hereby release, indemnify and hold harmless Harmony Township, the Harmony Township Civil Service Commission and their members, and the owners, custodians, directors and employees of the property on which the test is given from all claims, demands and suits which may arise or result from any injury or illness which is caused by or results from taking or attempting to take the test as set forth above.

(Signature)

(Typed/Printed Name)

(Date)

Event	Required Time
300 Meter Run	67.0 Seconds
30 Sit-Ups	1 Minute
15 Push-Ups	1 minute
1.5 Mile Run	16 Minutes

300 METER RUN

Cover the required distance of 300 meters within 67.0 seconds.

SIT-UPS

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Authorization to Release Information

Name:

Date of Birth:

Social Security:

I respectfully request and authorize you to furnish the Harmony Township Police Department with any and all information that you may have concerning my work record, school record, military record, reputation, financial and credit status.

Please include any and all medical, physical and mental records or reports, including all information of a confidential or privileged nature, and Photostats of same, if requested.

I hereby release you, your organization or others from any liability or damages that may result from furnishing the above-requested information.

Signature

Date

Police Officer Application

Harmony Township Police Department

General Instructions: This application consists of several sections; a questionnaire, a general waiver, and Essentials of a Police Officer. Every one of these sections must be completed in order for Harmony Township to accept this application as complete. Print or type an answer to every question. If a particular question does not apply to you, so state with an N/A. If space available is insufficient, use the reverse side and proceed with the number of the referenced block. Do not misstate or omit material facts since the statements that made herein are subject to verification to determine your qualifications for employment.

Questionnaire

1. _____

First Name	Middle Name	Last Name
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2. _____

Present street address	City	State	Zip
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3. _____

Home phone	Cell phone	email address
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4. _____

Date of birth	Social Security Number
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5. **Residences:** List all of your previous addresses for the past ten years.
 - a. _____
 - b. _____
 - c. _____
 - d. _____

6. **Family:** List all family members including relationship, parents, guardians, stepparents, Foster parents, parent's in-laws, brothers, sisters, stepbrothers and stepsisters. Include any others with whom you have resided or with who a close relationship existed or exists.

	Relationship	Name	Address	Phone number
a.	_____	_____	_____	_____
b.	_____	_____	_____	_____
c.	_____	_____	_____	_____
d.	_____	_____	_____	_____
e.	_____	_____	_____	_____
f.	_____	_____	_____	_____
g.	_____	_____	_____	_____

Family continued:

- h. _____
- i. _____
- j. _____
- k. _____

7. Give the following information concerning any vehicle operator's license you have held or now hold.

Type of License	Number	Issuing State	Expiration
a. _____	_____	_____	_____
c. _____	_____	_____	_____
c. _____	_____	_____	_____

8. Have you ever been charged with or stopped by any law enforcement officer for any traffic violations?

Date	Violation	Municipality	Were you charged?
a. _____	_____	_____	_____
b. _____	_____	_____	_____
c. _____	_____	_____	_____
d. _____	_____	_____	_____

Have you ever had your license suspended or revoked? Yes _____ No _____

9. Criminal and Civil Offenses

Have you ever been charged with or convicted of any summary, misdemeanor, felony criminal offense? Yes _____ No _____

If you state Yes, state violation, court of jurisdiction, municipality that charged you, date of violation and the outcome.

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

Have you ever been the defendant in a civil actions including but not limited to Protections from Abuse? Yes _____ No _____ If yes list below.

- a. _____
- b. _____
- c. _____

10. **Financial status:** Do you have any income for any other source other than your principal occupation Yes _____ No _____ If yes list How much? _____
How often _____ The source _____

11. Education: High School

Name	Dates Attended	Graduated Yes/No

12. Education: College or Trade School

Name	Dates Attended	Graduated Yes/No

13. Police Education:

Name	Dates Attended	Graduated Yes/No

14. Employment:

Begin with your most recent job and list your work history for the past ten years, including part-time, temporary or seasonal employment, and all periods of unemployment.

Name and Address of Employer	Start Date	Termination Date	Job Title

15. Military Status:

Have you served in the United States Armed Forces? Yes ___ No ___
If yes, attach a copy of discharge or separation papers

Do you claim veteran's preference? Yes ___ No ___

While in the military service were you ever convicted for any crime graded as a misdemeanor, felony or greater offense? Yes ___ No ___

Are you presently a member of United States Reserve or State guard organization? If yes complete the following. Yes ___ No ___

Grade and Service No. _____

Service and Component: _____

Status: _____ Reserve Obligation _____

16. Character references:

List only character references that have definite knowledge of your qualifications for the position of a police officer. List five (5) character references. Do not list relatives, former employers, or persons living outside of the United States.

Name	Address	Home Phone	Cell Phone	Years Known

17. Are there any incidents in your life not mentioned herein which may reflect upon your suitability to perform the duties which you may be called upon to take or which might require further explanation? _____ If yes, give details:

18. Have you ever applied for a position with any other governmental agencies?
Yes ___ No ___ If yes, give details.

19. Remarks:

I certify that there are no misrepresentations, omissions, or falsifications in the foregoing statements and answers, and that the entries made by me above are true, complete, and correct to the best of my knowledge and belief and am made in good faith. I understand that this application has been completed subject to the penalties of 18 Pa. C.S. 4904 relating to Unsworn Falsifications to Authorities.

Signature of Applicant

Date

Notification Procedure Release

In the processing procedure required for applicants, it may become necessary to contact the applicant in the event they are being given further consideration for the position of police officer with the Township of Harmony.

If conventional methods fail in attempting to contact the applicant a certified-registered letter will be sent to the applicants address listed on the application. Should the registered letter be returned indicating that it was unclaimed or undelivered the applicant will be eliminated from further processing and consideration.

It is the applicant's responsibility to notify the Harmony Township Police, in writing of the address change. By affixing your signature to this form the applicant acknowledges that they have read and understood the contents of this procedure.

Date: _____ Signature: _____

Background Investigation Authorization

If necessary, I hereby authorized the Township of Harmony to do a background investigation.

Date: _____ Signature: _____

ESSENTIAL DUTIES OF A POLICE OFFICER

1. Running for several hundred yards;
2. Climbing over obstacles;
3. Crawling;
4. Pushing motor vehicles;
5. Pulling or carrying accident, fire or crime victims;
6. Using physical force to apprehend and subdue arrestees;
7. Withstanding prolonged exposure, to extreme weather conditions;
8. Withstanding prolonged periods of standing and sitting;
9. Withstanding frequent exposure to stress-producing situations such as encountering persons injured or killed by accidents, crimes or suicide;
10. Dealing with domestic disputes;
11. Dealing with verbal and physical abuse of the officer, including taunts, insults, and threats to the officer, family members, or fellow police officers;
12. Communicating effectively with individuals suffering from trauma;
13. Operating a motor vehicle for long periods of time;
14. Using a firearm effectively;
15. Filling out written reports in a clear and concise manner.

I have reviewed the above list of essential job functions for a Harmony Township Police Officer and believe that:

_____ I can fully perform all duties without reasonable accommodations.

_____ I can fully perform all duties but only with the following reasonable accommodations:
List needed accommodations

_____ I cannot fully perform all duties even with reasonable accommodations.

Printed Name

Signature

Date