

POSITION ANNOUNCEMENT

**Mt. Lebanon Police Department
555 Washington Road
Pittsburgh, PA 15228**



Mt. Lebanon Police Department is accepting applications for:

POLICE OFFICER I

(Entry Level)

STARTING SALARY 2021 = \$69,966.00

A physical agility and written examination for the position of Mt. Lebanon Police Officer will be conducted on Saturday, March 20, 2021 at Keystone Oaks High School, 1000 Kelton Ave., Pittsburgh PA 15216.

Applicants must adhere to the current MLPD Tattoo Policy, which states, "*While on-duty or representing the Mt. Lebanon Police Department in any official capacity, members shall conceal all tattoos or other body art. Members have the option to wear the department-issued long-sleeved uniform shirt year-round or wear a tattoo cover up sleeve. Tattoos are not allowed to be visible below the wrist line at any time. Tattoos above the neckline and offensive tattoos are prohibited regardless if they are covered or not. Offensive tattoos include but are not limited to those that exhibit or advocate discrimination; those that exhibit gang, supremacist, or extremist group affiliation; and those that depict or promote drug use, sexually explicit acts, or other obscene material, as determined by the Chief of Police.*"

To apply, visit <https://mtlebanon.org/86/Employment>

A \$25.00 fee must be submitted online at time of application.

Deadline to apply is no later than 4 P.M., February 19, 2021.

JOB DESCRIPTION – POLICE OFFICER (PROBATIONARY)

Nature of Work:

- Under supervision of a Field Training Officer, Senior Police Officer or Police Supervisor the Probationary Police Officer enforces law, maintains order, and protects life and property.
- The work involves learning Departmental Policy and Procedure, State and Local Laws, Court Rules and Procedures, Basic Investigation and Reporting, Law Enforcement Methods and Theory.

Essential Job Functions:

- Handles (under direction) police incidents, emergency situations, reports, traffic accidents, traffic enforcement duties and other related activities.
- Performs other related tasks as assigned.

Required Knowledge and Skills:

- Must articulate ideas and concepts to a variety of individuals of various educational levels.
- Must act under pressure of emergency or personal danger situations.
- Must control personal prejudice, feelings, and temper in adverse situations.
- Must learn new methods and procedures.

Required Training and Experience:

- Graduation from High School.
- Possess a Bachelor's Degree from accredited college or university.

PLEASE READ CAREFULLY – THERE WILL BE NO EXCEPTIONS

SELECTION PROCESS

(The selection process includes multiple steps that each Applicant must complete to be eligible for Official Appointment to Police Officer I).

1. **Physical Agility Examination:** All events are "Pass/Fail". For more information regarding the physical agility examination, please visit the following link: <http://mtlebanonpd.org/wp-content/uploads/2019/08/2019-MLPD-Physical-Agility-Test.pdf>
2. **Written Examination:** Passing score will be eighty percent (80%). The Written Examination Score will constitute fifty percent (50%) of the Applicant's final score on the Eligibility for Appointment List. For more information regarding the written examination, please visit the following link: <https://www.pachiefs.org/assets/post%20brochure%202011.pdf>
3. **Application:** Application must be filed in accordance with the requirements of this Announcement. Errors or omissions on the application are the responsibility of the Applicant.
4. **Oral Examination:** Applicants who pass the Physical Agility Test and Written Examination will be offered an Oral Examination per civil service rules. The

Applicant will be required to demonstrate to the Oral Board a facility for speech, communication with individuals of disparate age groups in varied situations, as well as assessing and reacting to incomplete information.

Passing score for the Oral Examination will be seventy-five percent (75%). The Oral Examination Score will constitute fifty percent (50%) of the Applicant's final score on the Eligibility for Appointment List. Applicants invited to the Oral Examination will be required to submit proof of military service (Form DD214 listing "Honorable Discharge") if requesting Veteran's Credit prior to admission to the Oral Examination process. Applicants must also show proof of United States Citizenship as required by Federal Law.

5. **Background Investigation:** The Background Investigation shall be based upon information contained in a Personal History Questionnaire and other information that may be developed during the course of the Investigation. The background will include, but is not limited to, interviews with family, associates, school officials, and employers. It may continue into the Probationary period if the Applicant is hired.
6. **Pre-Employment Interview:** Selected Applicants will be interviewed by the Chief of Police prior to recommendations for appointment.
7. **Conditional Offer of Employment:** Selected Applicants will then receive a conditional offer of employment. Successful completion of the medical and psychological examinations is required for probationary appointment.
8. **Psychological and Medical Examinations:** Selected Applicants will be required to submit to each. A complete psychological and medical examination, including a drug and alcohol blood screen, is mandatory prior to appointment. If the Applicant takes exception to the medical findings, a re-examination at the Applicant's expense is provided for in the Mt. Lebanon, Pennsylvania Civil Service Rules & Regulations.

ENTRY LEVEL PHYSICAL FITNESS TEST BATTERY

- The Physical Fitness Test Battery consists of four exercise events, immediately preceded by a warm-up session with intermittent rest periods to ensure the safety of the applicants.
- The Physical Fitness Test Battery is designed to measure the cumulative effect on each applicant. Therefore, failure of any one of the events

	Male Standards by Age					Female Standards by Age				
	18-29	30-39	40-49	50-59	60+	18-29	30-39	40-49	50-59	60+
300 Meter Run (Time)	62.1	63	77	87	87	75	82	106.7	106.7	106.7
Bench Press (% body weight)	0.93	0.83	0.76	0.68	0.63	0.56	0.51	0.47	0.42	0.4
Sit Ups (1 Min Reps)	35	32	27	21	17	30	22	17	12	4
1.5 Mile Run (Time)	13:15	13:44	14:34	15:50	15:50	15:46	16:42	17:29	19:10	19:10

constitutes a failure of the entire Test Battery and will exclude the applicant from further processing.

- The Physical Fitness Test Battery and Standards are detailed below along with an explanation of each event protocol.

1. **300 Meter Run:** This is a test of anaerobic power. This is an important factor in exerting a short burst of energy. Example: Pursuing a fleeing suspect.

The applicant must complete a 300-meter course in or under the required time. The finish line will be set at the 300-meter mark or 328 yards away from the starting line. The event is measured in seconds.

2. **Bench Press (Free Weights):** This is a test of absolute upper body strength. This is an important part of any dynamic physical exertion scenario. Example: Gaining physical control of a suspect.

The applicant will be weighed on a scale. The measurement is in pounds. The applicant's weight will then be multiplied by their age and gender adjusted percentile ratio (see chart above), then the appropriate gender specific, free weight conversion formula will be applied. Please refer to the "30th Percentile Entry Level Standards Bench Press Conversion Charts" under the free weights category found at this link:

<https://mpoetc.psp.pa.gov/training/Pages/Physical-Fitness.aspx>

The result is the standard weight. If the exact standard weight cannot be placed on the bar, the total weight will be rounded down to a weight that is closest to the standard weight that the applicant must press (lift).

The applicant will take a position on the bench with their eyes aligned under the bar. They will take a grip on the bar slightly wider than their shoulders. The applicant will maintain a natural arch of the back with their feet flat on the floor.

Two (2) spotters will be positioned, one at each end of the bar. The spotters will lower the bar until applicant's elbows reach 90 degrees. The bar will be positioned to the mid-line of the applicant's chest, but not resting on the chest. The applicant will be instructed to breathe out on the exertion, then press the weight up to a "soft lock" of the elbows one (1) time. During the pressing phase, the spotters will not physically assist the participant in lifting the weight. After an attempt, the spotters will rack the bar.

Applicants will have up to six (6) attempts to successfully press the standard weight. During the lift, the applicants may not arch their buttocks off the bench or move their feet. If they do, the attempt does not count.

3. **Sit-ups:** This is a test of abdominal muscular endurance. This is an important factor in a use of force scenario and minimizing lower back problems. Example: Gaining physical control of a suspect.

The applicant starts by lying on their back, knees bent at approximately a 90° angle, feet flat on ground, and hands behind the head. Fingers must be interlocked. The applicant's hands may not be on the top of the head or on the neck. The feet are held in place while the applicant performs the required number of sit-ups. To be counted as a repetition, the applicant must curl their upper body until their elbows contact their knees, and then return down until their shoulder blades contact the floor mat. Breathing should remain normal throughout the exercise.

During the exercise, the applicant's buttocks shall remain flat on the ground to avoid "kipping" of the hips and their fingers must remain interlocked. All resting must be done in the "up" position, otherwise the test is terminated.

The required number of repetitions must be completed within one (1) minute or less.

4. **1.5 Mile Run:** This is a test of aerobic capacity or VO2 max. This is the foundation for almost all physical tasks. Example: Use of force scenarios and administering CPR.

The applicant must complete the 1.5-mile course at or under the required time for their age and gender. On a 440-yard running track, six laps must be completed. The applicant may not be physically assisted by another runner or exit the running surface prior to completing the course.