

# CHATHAM BOROUGH POLICE DEPARTMENT

## **REQUIREMENTS, ESSENTIAL FUNCTIONS, and DISQUALIFIERS OF POLICE OFFICERS**

### Residency

Applicants for police officer with the Chatham Borough Police Department shall be bona fide residents of New Jersey.

### Education

At the time of appointment to the Chatham Borough Police Department, an applicant must have a minimum of 60 college credits from an accredited college or university or, (2) alternatively, have completed 30 semester hours of college credits from an accredited college or university, plus at least two years of satisfactory employment or military experience indicating the maturity of the applicant.

### Age

Minimum of eighteen (18) years of age to a maximum of 35 years of age. For clarification, a person reaching his or her 35th birthday before the closing date of the test will be considered over maximum age. There are very specific exemptions to the age requirements concerning veterans and previously employed police officers.

### Citizenship

United States citizenship.

### Medical Examination

As a prerequisite for appointment, appointees may be required to pass a thorough medical and psychological examination to be administered by the appointing authority. Any psychological, medical, or physical condition or defect which would prevent efficient performance of the duties of the position, cause the appointee to be a hazard to himself/herself, or others, or become aggravated as a result of performance of these duties, will be cause for rejection. Is sound in body and of good health sufficient to satisfy the board of trustees of the police and firemen's retirement system of New Jersey as to his/her eligibility for membership in the retirement system.

**NOTE:** Appointees will be required to have successfully completed a training program mandated by the New Jersey Police Training Commission.

### License

Appointees will be required to possess a driver's license valid in New Jersey,

## ESSENTIAL FUNCTIONS

To adequately perform the responsibility of a police officer, the candidate must be able to perform the essential functions of the position.

- Walk, sometimes for long periods of time, in extreme weather conditions, in physically hazardous locations.
- Run, sometimes sprinting at a high rate of speed for a short distance, in extreme weather conditions, in physically hazardous locations.
- Ascent or descent stairs.
- Climb over, pull up over, and jump over obstacles.
- Jump down from elevated surfaces or areas.
- Climb or crawl through openings.
- Crawl under obstructions or in confined areas.
- Balance on uneven or narrow surfaces.
- Use body force to gain entrance or break through barriers.
- Push objects, vehicles, or persons.
- Pull objects or persons.
- Lift and carry objects or persons.
- Drag objects or persons.
- Sit or stand for extended periods of time.
- Employ defensive tactics, using balance, leverage, concentration of power, and opponent's power.
- Swim.
- Operate a motor vehicle, during the day or at night, in emergency situations, at high rates of speed, on the open road or in congested traffic, in unsafe conditions caused by factors such as fog, smoke, rain, ice, or snow.

- Detain individuals.
- Stop suspicious individuals and vehicles.
- Pursue fleeing suspects, in a vehicle or on foot.
- Disarm persons.
- Restrain or subdue resisting suspects.
- Effectuate a full physical custody arrest, forcibly if necessary, using handcuffs and other restraints.
- Conduct visual and audio surveillance.
- Perform law enforcement patrol functions, on foot or in a vehicle.
- Issue Summonses.
- Direct traffic, sometimes for long periods of time, using hand signals, flares, barricades, etc.
- Observe, record, recall and report incidents and information.
- Operate radar equipment.
- Administer field sobriety tests.
- Operate a fire extinguisher.
- Fingerprint, photograph and videotape individuals, objects and scenes.
- Transport citizens, prisoners and committed mental patients, using handcuffs and other restraints, when appropriate.
- Work rotating shifts and adapt to irregular working conditions.
- Maintain mental alertness and readiness to act, even during periods of calm and inactivity.
- Identify, collect, label and preserve evidence.
- Secure the scene of a crime, emergency or disaster.
- Stand guard at the scene of a crime, emergency or disaster to prevent damage, loss or injury.
- Control crowds.

- Secure and evacuate persons from particular areas, using either verbal commands or the appropriate degree of physical force.
- Perform rescue and support functions at the scenes of accidents, emergencies and disasters.
- Administer emergency first aid.
- Physically check buildings, including doors and windows, to insure that they are secure.
- Remediate hazardous conditions by direct action or notification of appropriate authority or agency.
- Perform searches of people, vehicles, buildings and large outdoor areas, which may involve seeing, feeling and detecting objects, and walking for long periods of time.
- Search for missing, wanted or lost persons and evidence.
- Load, unload, aim and fire a handgun and shotgun in day and night conditions from a variety of body positions at the proficiency level required by qualification standards.
- Process arrested persons, which includes examining documents, communicating verbally, and eliciting and recording information.
- Understand and follow orders, policies and procedures.
- Accept direction and function cooperatively as one member of a unit.
- Communicate effectively verbally and in writing, detailing incidents and activities of those involved.
- Prepare written investigative and other reports, including sketches, using appropriate grammar, symbols and mathematical computations.
- Read and comprehend legal and non-legal documents, including the preparation and processing of documents such as summonses, affidavits and warrants.
- Communicate effectively and coherently over telephone, walkie-talkie or radio, initiating or responding to verbal communications.
- Communicate effectively in court and in other formal settings.
- Communicate effectively with people, including juveniles, by giving information and direction, by eliciting information, and by advising of rights, processes and procedures.
- Communicate effectively with individuals in an agitated or distraught condition.

- Integrate individual activities and goals with the efforts of other members of the law enforcement community for the promotion of common goals and objectives.
- Mediate disputes and confrontations with hostile and potentially violent individuals.
- Gather information by observation of behavior, visual inspection and oral communication; determine what information is significant; assess a situation based on that information; and exercise independent judgment to make decisions concerning choice of action and equipment.
- Perform a variety of tasks, involving different and sometimes contrasting skills in rapid succession during a short period of time.
- Exercise independent judgment in determining when there is reasonable suspicion to detain, when probable cause exists to search and/or arrest, and when force may be used and to what degree.
- Endure verbal, mental and physical abuse, including threats, taunts and insults to self, family and fellow officers.
- Withstand exposure to and deal appropriately with stress involved in dealing with hostile views, opinions and behavior in antagonistic settings; with crime victims, accident victims, disaster victims and their families; with incidents of suicide and domestic violence.

## **DISQUALIFICATION INFORMATION**

If you were ever convicted of an indictable offense or are presently under an indictable conviction expungement.

- A conviction of any offense involving domestic violence.
- A conviction of any offense involving a “controlled dangerous substance.”
- A conviction of any offense involving public office, position or employment (i.e., school board, township committee, etc.).
- If you were adjudicated to have committed an act of juvenile delinquency. “Juvenile delinquency” here means the commission of an act which, if committed by an adult, would constitute an indictable offense.
- If you were adjudicated by a court or found by an employer to have violated any person’s civil rights in this State or any other State.

- If you are currently on probation or have ever been on probation at any time within the last 12 months in this State or any other State.
- If you participated in a program of supervisory treatment or pretrial intervention for an indictable offense under N.J.S.A. 2C:43-12 or an out-of-state equivalent.
- If you have been convicted of driving while intoxicated two times or once within five years in this State or any other State.
- If your driving privilege is currently revoked or suspended in New Jersey or in any other State.
- If you were dishonorably discharged from any branch of military service or law enforcement agency.
- If you have ever renounced your United States citizenship.
- If you are currently subject to a final domestic violence restraining order.
- If you were ever terminated or asked to resign from a public office, position, or government employment for misconduct involving such public office, position, or employment.
- If you have used marijuana or hashish within the past three years.
- If you have possessed or used any other illegal drug or drugs other than those prescribed or provided by a physician or purchased over the counter including the use of anabolic steroids within the past ten (10) years.
- If you have ever sold, or given an illegal drug to another person in your life.
- If you have ever manufactured an illegal drug at any time in your life.