

# CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

TEL: 603-624-6543 (VOICE/TTY)

FAX: 603-628-6065

WEB SITE: [www.manchesternh.gov](http://www.manchesternh.gov)



## POLICE OFFICER

(Announcement Number R-035-13)

Grade 19

Starting Salary: \$48,401.60/yr - plus comprehensive benefits package

(Note: Starting Salary is \$49,857.60/yr for Officers who can also converse in Spanish, Portuguese, Bosnian, Russian or Arabic)  
40 hours per week, 4 and 2 schedule (4 days on; 2 days off)

- THE JOB:** Patrols an assigned area in the enforcement of law and order. Performs traffic duties, investigations, crime prevention and detection assignments.
- AGE:** Applicants must be at least 21 years of age by the date of the written test.
- EDUCATION:** Must be high school graduate or possess GED certificate.
- PHYSICAL:** Applicants must be able to complete essential job functions of Police Officer, safely and effectively. Must meet vision standards - distant vision at least 20/30, corrected; near vision at least 20/40 in each eye corrected with contact lenses or spectacles, and 20/20 uncorrected. Successful long-term soft contact lens wearers are not subject to the uncorrected criterion. This waiver is extended to users of hard lenses if successful use has been documented. Normal color and depth perception essential. Any condition which interferes with acuity or puts the eyes at risk shall result in disqualification or deferment.
- BACKGROUND:** Applicants must not have any record of convictions other than minor offenses. Valid driver's license required before hiring.
- RESIDENCY:** Must reside in City of Manchester or contiguous town or within 20 road miles of Manchester Police Department within 12 months of appointment. (Based on MPPA contract, not more than 50% of officers may live outside Manchester City limits.)
- CITIZENSHIP:** US Citizenship is required.
- EXAMINATIONS:** The examination consists of a written test, physical agility test, and oral interview. Background investigation, including polygraph, will be conducted on candidates who are successful at each stage of the examination series. Offer of hire contingent upon passing a post-offer fitness for duty psychological and medical screening examination.
- The written and physical agility exams will be administered on **Saturday, May 18, 2013**; and the Oral Board is expected to be administered on **Tuesday, May 21, 2013** and **Wednesday, May 22, 2013** (and possibly **Thursday, May 23, 2013**), depending on the number of successful candidates. These dates are tentative and may be changed based on the number of applicants. Applicants will be notified by mail of any change in dates, **therefore it is important to provide a correct and complete mailing address and to notify Human Resources of any address change.**

### APPLICATION REQUIREMENTS:

**MEN and WOMEN** who meet the qualifications may compete in the examination process. Applications must be received at the Human Resources Department by 4:30 PM on **Wednesday, May 8, 2013**. There is a \$25.00 application fee (check or money order only) which must be submitted along with the application, payable to the "City of Manchester Human Resources Department." The application fee is **NOT REFUNDABLE**. In addition, a copy of your Birth Certificate, High School Diploma, and Driver's License must be included with your application. For more information, go to [www.manchesternh.gov](http://www.manchesternh.gov) or [www.manchesterpd.com](http://www.manchesterpd.com) (**Departments/Police/Recruitment and Training**).

(Over)

**APPLICATION  
PROCEDURES:**

Apply by completing a City of Manchester Employment Application along with \$25.00 check or money order. To obtain an application, go to [www.manchesternh.gov](http://www.manchesternh.gov) (Departments/Human Resources/Employment) or contact: Department of Human Resources, One City Hall Plaza, Manchester, NH 03101. Tel: (603) 624-6543. Hours: 8:00 AM to 5:00 PM, Monday through Friday.

**OPENING DATE:**

March 18, 2013

**CLOSING DATE:**

May 8, 2013

**Pre-Employment Physical Fitness Test Requirements**

**MALE Push-ups**

20-29	27
30-39	21
40-49	16
50-59	11
60+	9

**FEMALE Push-ups**

20-29	22
30-39	17
40-49	11
50-59	10
60+	4

**MALE Sit-ups**

Timed 1 Minute

20-29	37
30-39	33
40-49	28
50-59	22
60+	18

**FEMALE Sit-ups**

Timed 1 Minute

20-29	31
30-39	24
40-49	19
50-59	12
60+	5

**MALE 1 ½ mile run**

20-29	12:53
30-39	13:24
40-49	14:11
50-59	15:26

**FEMALE 1 ½ mile run**

20-29	15:14
30-39+	15:58
40-49	16:46
50-59	18:37

**MALE Bench Press**

20-29	.96
30-39	.86
40-49	.78
50-59	.70
60+	.65

**FEMALE Bench Press**

20-29	.58
30-39	.52
40-49	.48
50-59	.43
60+	.41

**Bench Press-** Multiply persons body weight by percentage listed above for age group

**Trigger Pull/ Semi Auto Slide lock back-** Candidate must pull gun trigger with index finger 12 times in each hand. Candidate must also successfully pull and lock back the slide of a semi-auto pistol.

**The City of Manchester is an Equal Opportunity Employer**

**\*\*\*PLEASE POST\*\*\***

***THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST***