

**Board of Fire and Police Commissioners**  
of the  
**Village of Bethalto**  
**213 N. Prairie Street**  
**Bethalto, Illinois 62010**  
**(618) 377-5266**

Applicant,

The following are instructions for completing the application process for the position of Police Officer in the Village of Bethalto. Follow the instructions completely and fully to avoid any delay or possible rejection of your application.

Enclosed in the application packet are the following forms along with this letter:

- Application
- State of Illinois P.O.W.E.R. Test booklet
- Waiver/Release of Liability

**Application** – The enclosed application should be completely filled out in the applicant’s own handwriting. Any section that Does Not Apply should be marked “DNA.”

**P.O.W.E.R. Test booklet** – The enclosed P.O.W.E.R. test booklet is standard for police officers in the State of Illinois. The booklet will assist you in preparation for the agility test. The test, as described in the booklet, will be given on the same day as the written test. You must be able to pass the P.O.W.E.R. test to continue. The applicant may keep the booklet for preparation of the P.O.W.E.R. test.

**Waiver/Release of Liability** – Waiver/Release of Liability form must be completed and brought with the applicant on the date of testing.

**Physician’s Statement** – A physician’s statement must be obtained by the applicant and presented at the time of the testing, stating that the applicant is physically able to take the physical agility test.

- Physician’s Statement (Not enclosed in packet)

All applicants for the position of Police Officer in the Village of Bethalto, Illinois, must be completed and returned to:

**Board of Fire and Police Commission**  
**c/o Bethalto Police Department**  
**213 N. Prairie Street**  
**Bethalto, IL 62010**

**no** later than **5:00 p.m., May 28th, 2017**. Applications delivered after that time will be rejected.

The Board will review all applications and then notify those applicants accepted. If the application is rejected, the applicant will be notified as well. If an applicant is rejected, he/she may make a justifiable written request to the Board within five (5) days after such notice and shall be given the opportunity to be heard.

### **REVIEW**

Applications shall be returned to the Board of Fire and Police Commissioners **IN A 9 x 12 CATALOG SIZED ENVELOPE** with the fully completed application form.

Once your application has been approved, you will be notified of your appointment for physical (P.O.W.E.R.) and written testing.

Applicants shall bring with them to the test:  
Waiver/Release of Liability and Physician's Statement

Board of Fire and Police Commissioners  
Village of Bethalto, Illinois

# NOTICE

## **DISQUALIFICATION**

The Board may refuse after examination, to certify an applicant ineligible:

- a) Who is found lacking in any of the established preliminary requirements for the service for which he/she applies.
- b) Who is physically unable to perform the duties of the position the applicant seeks appointment.
- c) Who is addicted to the use of intoxicating beverages or is found to have taken or used drugs and/or narcotics illegally.
- d) Who has been convicted of a felony or any misdemeanor involving moral turpitude, as specified in § 10-2. 10-6 of the Board of Fire and Police Commissioners Act.
- e) Who has been dismissed from any public service for good cause.
- f) Who has attempted to practice any deception or fraud in his/her application.
- g) Who may be found disqualified in personal qualifications or health.
- h) Whose character and employment references are unsatisfactory.
- i) Who does not possess a high school education or its equivalent.
- j) Who has applied for a position of a police officer and is or has been classified by his or her Local Selective Service Draft Board as a conscientious objector.

## **PHYSICAL REQUIREMENTS**

Applicants for the position of Patrolperson must have the physical requirements to conform to the Illinois Law Enforcement Training Board Physical Fitness Standards (P.O.W.E.R. test). Applicants must have at least 20/30 vision in each eye or 20/100 vision correctable to 20/20.

## **AGE REQUIREMENTS**

At the time of the last date for filing applications for the positions in the Police Department, INDIVIDUALS MUST HAVE PASSED THEIR 21<sup>st</sup> BIRTHDAY, except as otherwise provided by Statute. Proof of birth date will be required before appointment.

Applicants shall be under 35 years of age unless, exempt for such age limitations as provided in Section 5/10-2.1-6 of the Fire and Police Commissioners Act. Applicants who are twenty (20) years of age and who have successfully completed two (2) years of law enforcement studies at an accredited college or university may be considered for appointment to active duty with the Police Department. Any such applicant who is appointed to active duty shall not have power of arrest, nor shall he/she be permitted to carry firearms, until he/she reaches twenty-one (21) years of age.

## **RESIDENCY**

Currently, Police Officers employed by the Village must move into the City Limits within one (1) year after date of employment. Applicants for examination must be citizens of the United States.

# *Village of Bethalto, Illinois*

Position Applied For: \_\_\_\_\_ Fire Fighter    \_\_\_\_\_ Police Officer    \_\_\_\_\_ Police Dispatcher

INSTRUCTIONS: Fill out this application completely and accurately. If it is not, you will not be considered for employment. All information supplied by you is subject to verification. False or undisclosed information that is requested will bar or remove you from employment. If writing space provided is inadequate, use the continuation sheets at the end of this application. Enter "DNA" if a question does not apply to you.

Full Name: \_\_\_\_\_

Previous Name, Alias, or Nickname: \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Work: \_\_\_\_\_ Cell \_\_\_\_\_

## **EDUCATION**

List all High Schools, trade schools or colleges that you have attended:

Name of School	Years Completed	Dates Attended	Graduate Y/N	Degree or Certificate

Do you have any other formal education or training? Y/N

If yes, list on back page

Do you hold any professional licenses or certificates? Y/N

If yes, list on back page

**DRIVING HISTORY**

Do you have a valid driver's license? Y/N

Issuing State: \_\_\_\_\_ Classification: \_\_\_\_\_ ID#: \_\_\_\_\_

Have you ever had a driver's license in any other state? Y/N

If yes, where: \_\_\_\_\_

**MILITARY SERVICE**

Have you served in any branch of the U.S. Military? Y/N

If so, which one: \_\_\_\_\_

Highest Rank Held: \_\_\_\_\_ Rank at Discharge: \_\_\_\_\_

Beginning and Ending Dates of Active Service: \_\_\_\_\_

Location of Entry to Active Duty: \_\_\_\_\_

Location of Discharge from Active Duty: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_

Where were you stationed? \_\_\_\_\_

**EMPLOYMENT HISTORY**

List all jobs held in the past ten (10) years

Employer: _____	Address: _____
Dates of Employment: _____	Supervisor's Name: _____
Phone: _____	Ending Salary: _____
Your Job Title & Duties: _____	
Reason for leaving: _____	

Employer: _____	Address: _____
Dates of Employment: _____	Supervisor's Name: _____
Phone: _____	Ending Salary: _____
Your Job Title & Duties: _____	
Reason for leaving: _____	

Employer: _____	Address: _____
Dates of Employment: _____	Supervisor's Name: _____
Phone: _____	Ending Salary: _____
Your Job Title & Duties: _____	
Reason for leaving: _____	

Employer: \_\_\_\_\_ Address: \_\_\_\_\_  
 Dates of Employment: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ending Salary: \_\_\_\_\_  
 Your Job Title & Duties: \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Address: \_\_\_\_\_  
 Dates of Employment: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ending Salary: \_\_\_\_\_  
 Your Job Title & Duties: \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Address: \_\_\_\_\_  
 Dates of Employment: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ending Salary: \_\_\_\_\_  
 Your Job Title & Duties: \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_

Employer: \_\_\_\_\_ Address: \_\_\_\_\_  
 Dates of Employment: \_\_\_\_\_ Supervisor's Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ending Salary: \_\_\_\_\_  
 Your Job Title & Duties: \_\_\_\_\_  
 Reason for leaving: \_\_\_\_\_

List all other Police Departments that you have applied to for employment:

Agency	Date

Why are you applying for this position at the Bethalto Police Department?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

What qualifications or skills do you believe make you a good candidate for this position?

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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**AQUAINTANCES**

List three (3) adults not related to you and not former employers or references who are friends or co-workers. These people should have seen you frequently in the past year.

Name	Address	Phone

**REFERENCES**

List five (5) adults not related to you and not former employers, who have known you for at least three (3) years. All persons listed will be asked to appraise your character, ability, experience, personality and other qualities.

Name	Address	Phone

Who should be notified in case of an emergency?

Name	Address	Phone

I hereby certify that there are no willful misrepresentations or falsifications in this application and all of my answers are true and correct to the best of my knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Once you complete all phases of the examination process, you will be subject to a thorough medical and psychiatric exam prior to appointment. Medical evaluations will include testing for drugs and communicable diseases.

**WAIVER/RELEASE OF LIABILITY  
VILLAGE OF BETHALTO**

AGREEMENT made this \_\_\_ day of \_\_\_\_\_, 20\_\_, between the applicant; the Police Department of the Village of Bethalto; Illinois, the Village of Bethalto; it's Board of Fire and Police Commissions', employees, agents, representatives, and assigns (specially any testing agency employed by the Village or its Board of Fire and Police Commissions) (hereinafter collectively referred to as the Village), Witness:

Whereas, the Applicant has applies to the Village for employment as a Police Officer; and

Whereas, the Village is required to subject the Applicant to a competitive testing process; and

Whereas, the Applicant has agreed to submit to a variety of examinations including a written examination, physical ability/agility, oral interviews, medical examinations and such other examinations, and to undergo a thorough background investigations, as deemed appropriate by the Village; and

Whereas, the Village has agreed to administer said exams, on an as needed basis and provided by the rules and regulations of the Village's Board of Fire and Police Commissioners, without expense to the Applicant; and

Whereas, both parties hereto agree that the examination process is conducted for the purpose of obtaining well-qualified individuals to fill the position sought by the Applicant, the parties hereto agree as follows:

Applicant, in consideration of the payment, by the Village, of the fees associated with the conduct of the examinations to be taken by the Applicant, hereby agree to waive any claims the Applicant may now have or may have in the future (specifically including any claim as to personal injury and/or damages) arising from the Applicant's participation in any examination (specifically including a physical ability/agility examination) or background investigation conducted by or for the Village, as a part of its pre-employment screening process for the position of Police Officer. The Applicant further states that this waiver is given voluntarily and with the knowledge that the Applicant is waiving any and all liability the Village may incur as to the Applicant resulting from the Applicant's participation in the pre-employment screening process. The Applicant specifically waives the right to written notice required of any former employer pursuant to the Personnel Records Review Act, 820 ILCS 40/7(1). The Applicant also acknowledges that the Applicant had the opportunity to discuss the import of this Waiver with legal counsel of the Applicant's own choosing.

Witness our hands and seals the day and year above written:

APPLICANT

VILLAGE OF BETHALTO, ILLINOIS  
BOARD OF FIRE AND POLICE COMMISSIONERS

\_\_\_\_\_

\_\_\_\_\_

Chairman/Secretary



Additional Information:

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# THE DEPARTMENT OF POLICE

Gregory Smock  
Chief of Police

213 N. Prairie Street  
BETHALTO, ILLINOIS 62010

Phone (618) 377-5266  
Fax (618) 377-5261

*"To Protect and to Serve"*

## Police Officer Pay and Benefits Package

As of May 1<sup>st</sup>, 2017

- Probationary Pay Rate: \$26.97 per hour, @168 regular hours per month
- Pay Rate after 1 yr.: \$28.87 per hour, @ 168 regular hours per month
- Membership in Policemen's Benevolent & Protective Association (Paid by Unit #85)
- Collective Bargaining Representation by the PBPA Labor Committee
- Paid Membership in the Madison County Police Association (Paid by Unit #85)
- 12 hr. Work Days= 14 days off out of every 28 calendar days.
- Paid Vacation 40 to 200 hrs per year based on longevity (after probation)
- Paid Personal Days 16hrs. per year (after probation)
- Nine Paid Holidays per year
- Paid Sick Hours @ 80 per year, which can be accumulated (pro-rated during probation)
- Longevity Pay 2% @ 4yrs., 4% @ 8yrs., 6% @ 12 yrs.
- Pre-tax Cafeteria Plan (medical expenses)
- Pre-tax 457B Savings Plan (Village matches up to 3% of income)
- Membership in Downstate Police Pension Fund
- Education Allowances / Reimbursements
- Initial Equipment Supplied – Annual clothing allowance after two years
- Advanced Training Opportunities
- Paid Group Medical, Hospitalization and Life Insurance for Employees
- Paid Dental Insurance
- Elective Vision Insurance
- Paid Tuition and Salary at the Police Academy
- Approved for G.I. Bill benefits for OTJ training