

Application Process

There is a uniform method of accepting, screening and processing applicants for positions in the Plaistow Police Department. Any person desiring consideration may apply for a current or projected vacancy in the department on the standard application form which may be available on line, in writing, or in person. Applications shall be accepted at anytime; however, if a closing date has been established, any form received subsequently will not be processed until the next testing procedure.

Screening Methods: Applicants are screened to validate their suitability for the position desired. No person shall be approved for permanent employment in the police department if they have not completed the required steps in the process. A waiver of any section of the process may only be granted by the Chief of Police. These procedures are designed to ensure that final candidates for a position in the department are capable of performing all the essential elements of the job description for the position offered. For this reason the screening process is designed to meet the criteria of the Americans with Disabilities Act and to bring a smaller group of candidates to a point in the process where they may be offered a "Conditional Offer of Probationary/Employment," subject to completion of other examinations consistent with the position requirements.

Civilian Personnel:

- Preliminary Application for Employment
- Written Examination
- Reading Comprehension/Writing Skills Examination
- Professional Review Board
- Conditional Offer of Probationary Employment
- Candidate Screening Survey
- Background Investigation
- Oral/Written Psychological Examination
- Polygraph Examination
- Medical Examination
- Department On-Site Review
- *Sworn Law Enforcement Personnel:*
- Preliminary Application for Employment
- Written Examination
- Reading Comprehension/Writing Skills Examination
- Professional Review Board
- Physical Agility Testing
- Conditional Offer of Probationary Employment
- Candidate Screening Survey
- Background Investigation
- Oral/Written Psychological Examination
- Polygraph Examination
- Medical Examination
- Department On-Site Review

Testing Periods: Persons who successfully complete all phases of this process may be considered for a position (as available) for a period of one year from the date of the initial written examination. Candidates who are not selected in this one year period will have to submit a new application. The department may determine that it is necessary to conduct another testing process during the above one year time frame and may also consider successful candidates from this

process for available openings along with previous candidates.

Definitions

Written Examination: A multiple question/answer exercise designed to test ability to handle basic every day skills.

Reading Comprehension/Writing Skills Examination: A reading/writing exercise designed to measure the candidates ability to communicate in writing and to measure the candidate's ability to follow written directions.

Physical Agility Test: A field test to have each applicant demonstrate their physical capabilities for the position. The minimum tasks and scores used in this test will be the NH PSTC entry physical agility testing process.

Written Psychological Test: A series of validated written multiple answer questions designed to illustrate the applicants psychological suitability for the position. The test, scoring, and resulting recommendations are provided by an outside specialist licensed to conduct such testing in the State of New Hampshire.

Professional Review Board: A questioning and response program conducted by a multiple-person review board designed to have the candidate demonstrate their suitability for the position by possible role-playing exercises.

Background Investigation: An intensive investigation by a member of the police department to determine in the candidate has not had any serious infractions of the laws, rules, or employer's policies. The officers conducting the investigation will interview employers, friends, family, references and neighbors as well as search the financial, medical and governmental records of the candidate. A candidate will be required to fully and factually complete a department provided form that gives the written data required for this investigation. Candidates will also be required to sign a Background Investigation Waiver Form that will allow us access to any information necessary to conduct a thorough background investigation.

Polygraph Examination: A pre-employment polygraph test administered by NH State Police or other suitable agency to validate the candidate's truthfulness in the screening process and prior history.

Psychological Examination: A clinical interview with the Department's consulting psychologist who evaluated the written score and the candidate's personality for the suitability of the position.

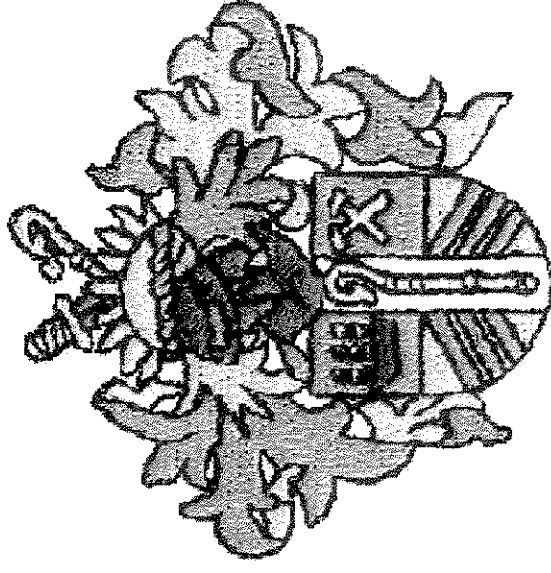
Physician's Examination: An in-office complete physical examination by the Department's consulting physician designed to identify defect that may prevent the employee from fully performing the requirements of the position. The NH PSTC's minimum standard of acceptance will be used as guide by the consulting medical officer. The exam will include a drug screen and tests to determine presence of any communicable diseases.

Departmental On-Site Review: A complete review, with the Chief of Police, of the results of the screening of the candidates, the suitability of the candidate for the position and the availability of positions. This phase may include an interview with the Chief of Police for the candidate.

All applicants, for full-time permanent positions, must have a high school diploma, be twenty-one (21) years of age, have eyesight in both eyes corrected to 20/20 and have the physical well being to complete all of the manual tasks required of the position desired. Candidates for Police Officer positions must be citizens of the United States, as required by NH PSTC.

The Plaistow Police Department strongly encourages applicants for all positions to possess advanced education beyond high school.

A CAREER WITH THE PLAISTOW POLICE



Town of Plaistow Police Department

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The Town of Plaistow is an equal opportunity employer. Any discrimination against any person in recruitment, examination, appointment, training, promotion, retention, or any other personnel action, because of political affiliation, race, creed, color, national origin, age, sex, handicap, or any other non-merited factor, shall be prohibited except where such factor is a bona fide occupational requirement.

The Plaistow Police Department

The Town of Plaistow is situated in the southeast corner of New Hampshire and is bisected by three major highways: Route 125 (commercial district), Route 121A (Main Street), and Route 108. The Town boundaries are: on the North by Hampstead, Northeast by Kingston, East by Newton, South by Haverhill, Massachusetts, and West by Atkinson. The Town has an estimated fixed population of 8,000 and serves a daily fluid population of between 20,000 and 30,000. The commercial district draws Massachusetts shoppers from Haverhill, Methuen, and Lawrence.

The Town's educational needs are served by Pollard Elementary School, Timberlane Regional Middle School, and Timberlane Regional High School with a total 2008 school population of 4,002.

Plaistow was part of a territory purchased from the Indians in 1642 and was closely connected with the early history of Haverhill due to the fact that in its early days, it was part of Haverhill. A settlement of a dispute over the provincial boundary lines resulted in the taking away of three miles of the Northern District of Haverhill and the establishment of that three miles as a part of New Hampshire. The dispute over the boundary lines, which caused the establishment of Plaistow, dated back to the early 1600's.

In February of 1749, a charter was received and signed by King George II, and issued by his Governor of New Hampshire, Benning Wentworth.

The charter laid out the dimensions of the tract of land within the Province of New Hampshire commonly referred to as "Plaistow." While the charter names the Town PLAISTOW, it is probable that it was named for Plaistow in Essex on the outskirts of London, England.

In 1767, a section of the Town of Plaistow broke off and became incorporated as the Town of Atkinson.

The inhabitants of Plaistow participated in the Revolutionary War when two residents were captured at Fort William Henry and numerous others fought and died in battles such as Ticonderoga. Modern-day Pollard Park and Pollard School are named after one veteran and his family.

Through the chronicles of history, democracy evolved as a means to ensure the rights of individuals. Diverse lineages joined in a common endeavor; a government for and by the people. Over the passage of time, democracy became gravely dependent upon its police officers to maintain a degree of order necessary to guarantee a free society. Dignity and individual rights must be guaranteed. A democracy's strength and quality of life is determined largely by the effectiveness of law enforcement.

Core Values of the Plaistow Police Department

Professionalism

- Dedication
 - Serving with pride
 - Fairness to all
- ### Teamwork
- Peers
 - Community
 - Positive approach

Vision

- Learn from the past
- Meet the present challenge
- Plan for the future

Mission Statement

"Progress With The People"

The mission of the Plaistow Police is to protect our residents and all who pass through our town. This goal will be accomplished by forming and maintaining positive and informative relationships with the

The mission is no different than any other New England police agency.

We strive to serve the public in most efficient and economical way.

We need to be ever vigilant to the possibility of physical confrontations as we respond to incidents in the Town. Our Police Department must be extremely efficient in routine operations to ensure sufficient time is available to handle major investigations and conduct community based programs.

The expectations that citizens have of a Police Department are high and, as a Town department, we shall endeavor to maintain a high standard. It should be realized, we are not supermen and women, that we too have faults and feelings and may be vulnerable at times. In that vein, we must be cautious, yet optimistic, defensive and offensive while being polite, courteous and professional in all our dealings. We must strive not to overlook any details while being cognizant of our time and funding constraints and taking steps to ensure that we protect and serve the citizens, the government and the many visitors to our Town.

To meet these challenges we must maintain standards, conform to legal restrictions, train and retrain and broaden our perspectives, as we prepare for our future. Rapid changes in the law, technology and social pressures make it necessary for us to focus a great deal of time on details and court preparations, always being sympathetic to both the accused and the victim(s) in criminal cases. At the same time we must be fully aware that we are a transient society, that our location adds to the mobility of victims and suspects, and that we are susceptible to the strike-and leave type of crime.

We endeavor to operate a uniformly organized department that truly represents a professional image of the Town of Plaistow. All enforcement operations are conducted in a safe, efficient and economical manner.

ner, while showing respect compassion, and understanding for all. We must complete, factual, and to the point without spending an inappropriate amount of time on one incident to the detriment of others. We look at the whole picture while addressing individual issues and considering the effects of our actions and operations on other municipal and state services. We strive to assist and serve everyone in need.

As a department we must train all personnel in every aspect of the mission and to ensure the supervisory personnel are skilled and trained to meet current and future demands of supervision and management. We strive to have a system of evaluation, internal compliance and audit that constantly reviews procedure and operation thus ensuring compliance and effectiveness. Further, it is our responsibility to develop programs and procedures that confront society; we must be ever vigilant to the needs of the handicapped and the resources available to them. The department, while striving to meet these goals, must be professional enough to recognize and admit errors and to take the necessary steps to avoid their reoccurrence. Lastly, but most importantly, we must earn the title "professional." We must be bold enough to eliminate bias, cynicism, bigotry and the ever-present omni defensive (we/them) attitude of law enforcement personnel in the daily performance of their duties.

With acknowledged respect to the divergent life styles and cultures present in any societal structure, the police must be able to protect processes and rights, encompassing freedoms of elections, speech and assembly. Continuation of a free society rests on the "thin blue line."

Today, members of the Plaistow Police Department carry on the heritage of the "thin blue line." The Department's main product is service. People and their needs are the reasons that this agency exists and is philosophically represented in our motto, "Progress With the People."

As an employee of the Plaistow Police Department, you will be called upon to function within a society that generally chooses not to crave your presence. You may be vested with significant authority; powers of arrest, search, and detention. You may be called upon to use force; when unequivocally imperative, to take a human life. An when you perform your duty as demanded by society, you will be questioned, challenged, and lambasted for doing it.

Proficiency of operation demands the Plaistow Police Department maintain a semi-military structure. The Plaistow Police Department must encompass its own order of internal discipline and strategy of command suited to the unique status and execution of its mission. Performance of your duties requires sensitivity, maturity, discipline, wisdom, comprehension, discretion, kindness, empathy, physical strength, and personal sacrifice. The list is voluntinous without finale.

We, the members of the Plaistow Police Department, swear to uphold the laws of this Town, this State and this Country. We pledge to serve the citizens of Plaistow, aid the victims of crime, and faithfully and professionally administer justice in the community.