

Core Values of the City of Fort Collins

The core values of the City of Fort Collins are:

- Being trustworthy in dealings with others
- Treating people fairly
- Accepting accountability for one's actions
- Recognizing that employees are our most important and valuable asset
- Open and honest communications

The foundation of these values is made up of 3 key beliefs:

- We are one organization
- We are committed to our community
- We behave ethically, with integrity

These values and beliefs underscore all that we do to accomplish the mission of our organization: providing quality service to our customers.



POLICE OFFICER APPLICATION INSTRUCTIONS

This cover letter contains instructions and information regarding the application and hiring procedures for the position of Police Officer. **Please keep this cover letter for your reference.** The City of Fort Collins will be establishing an eligibility list for the position of Police Officer with the expectation that any applicant hired will either have already graduated from, or will immediately be placed in and expected to graduate from a Basic Peace Officer Academy, and must satisfactorily complete the City of Fort Collins Police Services Field Training Program.

Please read this instruction sheet carefully and keep it for your reference, as **any omission or error** on your part in the submittal of the application and subsequent testing **may be grounds for dismissal** from the selection process or from employment. This packet contains the following material:

- Application Instructions
- City of Fort Collins Application for Employment*
- Personal History Statement*
- Application Fee Payment/Waiver*
- Notarized Release/Waiver*
- Police Officer Position Announcement
- Waiver of Liability for Physical Agility Testing
- Physical Agility Test Description
- Colorado State University (CSU) Campus Map

Please contact the Human Resources Department at (970) 221-6535 should your packet not contain all of these materials.

APPLICATION PROCESS:

Please complete all information on the application, personal history statement, application fee payment/waiver, and notarized release/waiver. Applications may be rejected if only partial packets are returned.

There will be a \$20 application fee assessed for all applicants. The fee may be waived in cases of financial hardship (see waiver enclosed). Unless a waiver is requested, the application fee must be submitted at the time of application and must be in the form of a check or money order payable to "Fort Collins Police Services". This fee will not be refunded to applicants who are not selected to take the written examination.

Application materials will be accepted at the Human Resources Department, P.O. Box 580, 215 North Mason Street, Fort Collins, CO 80522, from Monday, January 5, 2004 through Friday, February 13, 2004 at 5:00 p.m. Applications mailed to the Human Resources Department must be postmarked no later than Friday, February 13, 2004

***The application, personal history statement form, application fee payment/waiver, and notarized release/waiver must be submitted together and postmarked by the deadline date.**

INITIAL SELECTION/SCREENING PROCESS:

Applications will be screened prior to the written test dates. **Candidates will be notified in writing whether or not they meet the minimum qualifications to take the written test.** Candidates may take the written test on either March 2 or March 7, 2004. Candidates who pass the written test will be scheduled for the physical agility evaluation on March 8 or March 9, 2004. Qualified candidates will be invited to participate in oral board interviews March 9 - 26, 2004

In order to accommodate travel considerations, out-of-state applicants will be given the opportunity to take the written test, physical agility evaluation, and oral board interview during a consolidated testing process March 7 through March 9, 2004. Out-of-state applicants not scoring high enough on the written test will not be allowed to take part in the physical agility evaluation or oral board interview process.

Applicants selected to test do so at their own expense. The City of Fort Collins will not assume responsibility for the cost of travel expenses. Additionally, the City will not assume responsibility if an applicant chooses to make travel arrangements prior to a determination that he/she is eligible to test.

The written test will be held at the dates, times and locations listed below. The test should take approximately 2 to 3 hours to complete. **Applicants must bring photo identification (preferably driver's license) to the test site; applicants without identification will not be allowed to take the test.**

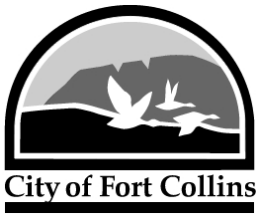
Tuesday, March 2, 2004 6:00 p.m. – Colorado State University, Clark Building A 102
Sunday, March 7, 2004 1:00 p.m. - Colorado State University, Clark Building A 102

HIRING PROCESS:

The hiring process will include the steps listed below. All candidates will be notified following completion of each phase of the process about whether they have been selected to continue in the process. The City will contact applicants either by phone or mail. **Please do not call the City to determine your status. You will be contacted as soon as information is available.**

- Applications received and screened. Written exam: Designed for entry level police officer positions and tests for job-related reading, writing, and comprehension skills.
- Physical Agility Test: Test to measure the candidate's ability to perform specific job-related physical activities.
- Oral Board Interview: Panel interview to evaluate qualifications.
- Polygraph Exam: Performed by a licensed polygraph examiner.
- Background Check: General background check including criminal history.
- Command Staff Interview: Panel interview with the Executive Staff to evaluate qualifications.
- Eligibility List: An eligibility list will be established which will be used for all hiring of police officers for a specified time period of up to one calendar year.
- Post-offer physical, drug screen, and psychological exam.

As of March 1, 2004, Fort Collins Police Services will not be allowing Ride-alongs to individuals involved in the application process until after the eligibility list has been established.



APPLICATION FOR EMPLOYMENT

HUMAN RESOURCES DEPARTMENT

P.O. Box 580

Fort Collins, CO 80522-0580

(970) 221-6535 Jobline (970) 416-2489 Ext. 5125, TDD (970) 224-6004

Position Applying For: _____ Job #: _____

INSTRUCTIONS: Each question should be fully and accurately answered. Please print or type, except for the signature on the back of the application. A separate application must be submitted for each position for which you are applying.

APPLICANT INFORMATION

NAME: _____
(As written on Social Security Card) Last First M.I.

MAILING ADDRESS: _____
Street City State Zip

TELEPHONE: _____
Home Business Message

EMAIL ADDRESS: _____

SOCIAL SECURITY NO: _____ **DATE AVAILABLE FOR WORK:** _____

Are you available for: Fulltime Parttime Hourly Employment

Are you a citizen of the United States or are you legally authorized to work in the U.S.? Yes No

Are you 18 years or older? Yes No If no, list date of birth: _____

Do you possess a valid driver's license? Yes No If yes, list Class: _____

License Number: _____ State: _____ Expiration Date: _____

Do you have a current Commercial Driver's License (CDL)? Yes No

Have you worked for the City of Fort Collins before? Yes No

If yes, list Department: _____ Job Title: _____

Approximate dates of employment: From: _____ To: _____

Do you have any relatives presently working for the City of Fort Collins? Yes No

If yes, list name and relationship: _____

Are you able to perform the essential functions of the job for which you are applying with or without reasonable accomodation? Yes No

Have you ever been convicted of a crime (other than a minor traffic offense that resulted only in a fine)?
 Yes No

If yes, please state the crime(s) you were convicted of and explain the date, location, nature and facts surrounding each conviction. Use an attachment sheet if necessary

Essential functions of positions are described in job advertisements/announcements specific to the position vacancy. If you need reasonable accommodations to perform the essential functions of the position(s) for which you are applying, or need a reasonable accommodation in order to apply, please contact the Human Resources Department at (970) 221-6535 for assistance.

EMPLOYMENT HISTORY

Your work experience is an important factor in evaluating your qualifications. Please make certain that you provide complete and accurate information on previous job duties and levels of responsibility. List names of employers in consecutive order with present or most recent employer listed FIRST. Account for all periods of time including military service, related volunteer experience, as well as any period of unemployment. A resume may be attached if desired

Name of Employer _____

Type of Business _____ Telephone No. _____

Employer's Address _____
Street City State Zip

Name of Last Supervisor _____ May we contact this employer? Yes No

Employed From _____ To _____ Salary: Starting \$ _____ Ending \$ _____

Job Title: _____ Duties _____

Reason(s) for leaving or seeking other employment _____

Name of Employer _____

Type of Business _____ Telephone No. _____

Employer's Address _____
Street City State Zip

Name of Last Supervisor _____ May we contact this employer? Yes No

Employed From _____ To _____ Salary: Starting \$ _____ Ending \$ _____

Job Title: _____ Duties _____

Reason(s) for leaving or seeking other employment _____

Name of Employer _____

Type of Business _____ Telephone No. _____

Employer's Address _____

Street

City

State

Zip

Name of Last Supervisor _____ May we contact this employer? Yes No

Employed From _____ To _____ Salary: Starting \$ _____ Ending \$ _____

Job Title: _____ Duties _____

Reason(s) for leaving or seeking other employment _____

Name of Employer _____

Type of Business _____ Telephone No. _____

Employer's Address _____

Street

City

State

Zip

Name of Last Supervisor _____ May we contact this employer? Yes No

Employed From _____ To _____ Salary: Starting \$ _____ Ending \$ _____

Job Title: _____ Duties _____

Reason(s) for leaving or seeking other employment _____

Name of Employer _____

Type of Business _____ Telephone No. _____

Employer's Address _____

Street

City

State

Zip

Name of Last Supervisor _____ May we contact this employer? Yes No

Employed From _____ To _____ Salary: Starting \$ _____ Ending \$ _____

Job Title: _____ Duties _____

Reason(s) for leaving or seeking other employment _____

EDUCATION

Name, address and location of school	Did you graduate?
High School: _____	
College or University: _____ College Major: _____ Degree: _____	
College or University: _____ College Major: _____ Degree: _____	

Have you served in the United States Armed Forces? Yes No

If yes, list dates of service: From _____ To _____ Branch of Service _____

Additional education and/or vocational, technical, or military training information relevant to the position for which you are applying:

SPECIAL SKILLS

Typing: Yes No WPM _____ Ten Key _____ By Touch: Yes No
 Computer: Yes No Type _____ Software Applications: _____

Heavy Equipment (list specific types): _____

Additional information that might qualify you for the position: _____

The City of Fort Collins is an Equal Opportunity Employer. Applicants are considered for positions for which they have applied without regard to race, religion, sex, age, national origin, disability, and other characteristics protected by law

CERTIFICATION & RELEASE

I certify that all statements made in this application are true and complete. I authorize the City to investigate all statements made as a part of this application and to secure any necessary information from all prior employers, references, academic institutions, law enforcement agencies, other persons and entities, and public records. I hereby release all such persons, entities, employers, references, institutions, agencies and the City from any and all liability arising from their giving or receiving information about my employment history, academic credentials, qualifications, reputation, driving record, and criminal record. A photocopy of this release can be used for all purposes

I understand that any false answers or misleading statements as well as misrepresentations by omission made by me as part of my application, will be sufficient for rejection of my application or for my immediate discharge should one be discovered after I am employed.

I understand that nothing in this employment application, in the City's statements of personnel policies or in my communication with any City employee or official is intended to create an employment contract between the City and me. In the event that I am hired by the City, I understand that my continued employment will be at the mutual consent of the City and me. Accordingly, either I or the City may terminate my employment at-will at any time with or without cause or notice. I understand that the at-will nature of the employment relationship can only be changed in a specific writing signed by the Director of Human Resources.

I hereby acknowledge that I have read, understand and agree to the preceding statement.

Signature _____ Date _____

TO ALL APPLICANTS:

The information requested below is needed in order to comply with state and federal laws and regulations. The information will be used for statistical purposes only and will not be used as part of the hiring process. Submittal of this information is strictly voluntary and refusal to provide it will not subject you to any adverse treatment.

Position applying for: _____

Date: _____

Ethnic Information:

- American Indian or Alaska Native
- Asian or Pacific Islander
- Black/African American
- Hispanic/Latino-Latina
- White/Caucasian

Age: _____

Sex: Male Female

How did you first learn of this job opportunity?

- Walk in
- Job posting
- Friend
- Newspaper ad
- Jobline
- Web site
- Other _____

If seen in a newspaper, which one?

**CITY OF FORT COLLINS
PRE-EMPLOYMENT
CONTROLLED SUBSTANCE TEST CONSENT AND RELEASE**

The City of Fort Collins strives to foster a safe work environment, free from the effects of controlled substance misuse. The City has a comprehensive Drug Free Workplace Policy for all City employees. In accordance with section 8.11.2 of the City's Personnel Policies and Procedures, the City requires that certain applicants conditionally offered a position with the City undergo a test for marijuana, cocaine, opiates, phencyclidine, and amphetamines, and provide a test sample to an approved collection location within 48 hours of receiving the conditional offer of employment. This consent and release allows the City to know the results of the test.

I hereby authorize the City of Fort Collins' collection center and medical providers to perform the pre-employment controlled substance test and to release the results and related records of the test to the City of Fort Collins.

I hereby authorize the City of Fort Collins to obtain the test results and any records associated with the test.

I understand that I may refuse to submit to the controlled substance test. However, refusal to consent to the test, failure to provide the test sample as required above, or having a confirmed positive test shall disqualify me from employment for a period of six months from the date of refusal, failure to provide, or testing, whichever is applicable.

I understand that the Federal Transit Authority and the Federal Highway Authority require, as a condition of employment, a negative pre-employment drug test result for all safety sensitive positions.

In the event of a confirmed positive test, I may be eligible for a name clearing hearing pursuant to section 9.4.3 of the City of Fort Collins Personnel Policies and Procedures, a copy of which can be obtained at the Human Resources Office, 215 N. Mason, Second Floor, Fort Collins, CO. If desired, a name clearing hearing must be requested in writing not more than 90 days from the date I was notified of the confirmed positive test.

I hereby acknowledge that I understand this document and consent to the controlled substance test if I am conditionally offered employment. I understand that if I am under 18 years of age, my parent or legal guardian will be advised of a confirmed positive test result.

Printed Name: _____

Signature: _____ Date: _____

Signature of Parent or Guardian (if applicant is under age 18): _____

Home Phone: _____ Work Phone: _____

Address: _____

FORT COLLINS POLICE SERVICES

Personal History Statement

****THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR APPLICATION****

All applicants for police officer are required to answer the following questions to be considered for employment. An initial screening will be made of the application and personal history statement to ensure the applicant meets the minimum requirements. ***All statements are subject to verification. Inaccurate statements or omissions may disqualify you from further participation in the Police Officer Selection process.*** (Please print or type)

Name _____ SSN _____

Any other names in which records might be found _____

******If you answer "NO" to any of the following questions 1-3, please attach a separate piece of paper and provide an explanation.******

- | | <u>YES</u> | <u>NO</u> |
|--|--------------------------|--------------------------|
| 1. I am/will be 21 years of age by 7/19/2004. | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. I am/will be a U.S. citizen by 7/19/2004. | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. I will have 60 semester hours (90 quarter hours) of college credit with a cumulative GPA of 2.0 or better by 7/19/2004. | <input type="checkbox"/> | <input type="checkbox"/> |

******If you answer "YES" to any of the following questions 5 - 17, please attach a separate piece of paper and provide explanations, including specific dates, times, locations and any other relevant information. For drug-related questions, in addition to the above information, list specific drugs used, dates of use, frequency of use and circumstances.*** Failure to provide written explanations in accordance with the above directions may eliminate you from this hiring process.***

- | | | |
|--|--------------------------|--------------------------|
| 5. Have you ever been arrested or convicted of a felony? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Have you ever been arrested or convicted of a misdemeanor or petty offense? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Have you ever been arrested or convicted of domestic violence? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Have you ever used, sold or grown marijuana? | <input type="checkbox"/> | <input type="checkbox"/> |

Over
⇒

- | | <u>YES</u> | <u>NO</u> |
|--|--------------------------|--------------------------|
| 9. Have you used illegal steroids since 01/01/94? | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Have you ever used, sold or manufactured other illegal drugs? | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Have you ever taken prescription drugs other than as prescribed by a physician? | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Have you ever received a traffic ticket, other than a parking ticket? | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. Have you been involved in a motor vehicle accident in the past five years? | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Has your driver's license ever been suspended, revoked or denied? | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Have you ever been arrested for driving under the influence or driving while impaired by drugs or alcohol? | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Have you ever participated in criminal activity and not been caught? | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Have you ever driven under the influence of drugs or alcohol and not been caught? | <input type="checkbox"/> | <input type="checkbox"/> |

CERTIFICATION

I hereby certify that all statements made in this application are true and complete. I understand that any false answers, statements or misrepresentations by omission made by me as part of my application will be sufficient for rejection of my application or for my immediate discharge should one be discovered after I am employed.

I acknowledge that I have read and understand the preceding statement.

Signature

Date

**** THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR APPLICATION ****

FORT COLLINS POLICE SERVICES
APPLICATION FEE PAYMENT/WAIVER

Name: _____

Address: _____

As an applicant for the position Police Officer/Police Officer Trainee for the City of Fort Collins, I understand that an application fee of \$20.00 is required of each applicant, to be submitted at the time of application. Checks and/or money orders are accepted. The application fee will not be returned should I not be selected to take the written test.

CHECK ONE:

_____ Due to personal financial hardship, please waive the application fee.

_____ I have enclosed a check or money order for the \$20.00 application fee made payable to "Fort Collins Police Services".

I will take the written test on: (check one)

_____ Tuesday, March 2, 2004 at 6:00 p.m.

or

_____ Sunday, March 7, 2004 at 1:00 p.m.

I understand if I score high enough on the written test, I will be invited back to participate in the physical agility evaluation, and oral board interview. I understand that if I do not score high enough on the written test, I will not be allowed to take part in the physical agility evaluation or oral board process.

Signature

Date

FORT COLLINS POLICE SERVICES

RELEASE AND WAIVER

To Whom It May Concern:

I hereby authorize any representative of Fort Collins Police Services bearing this release, or a copy of it, within one year of its date, to obtain any information in your files pertaining to my employment, personnel records, criminal history records, military records and credit or educational records. This includes, but is not limited to, academic achievement, attendance, personal history, performance report, background investigations, polygraph examination results, any and all internal affairs investigations and disciplinary record. This also includes reference information, whether written or verbal, from any current or past employers and educational institutions.

I hereby direct you to release this information upon request of the bearer. This release is executed with full knowledge and understanding that the information is for the official use of Fort Collins Police Services. Consent is granted for Fort Collins Police Services to furnish the information described above to third parties in the course of fulfilling its official responsibilities. I further understand that I waive any right or opportunity to read or review any background investigation report prepared by Fort Collins Police Services.

I hereby release you as custodian of such records, and any educational institution, credit bureau, lending institution, consumer reporting agency, business establishment or public entity including its officers, agents, employees or related personnel both individually and collectively, from any and all liability for damage of whatever kind, which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. (Colorado Revised Statute 8-2-114 provides immunity from civil liability for employers disclosing information under the provisions outlined in the statute.)

Should there be any questions as to the validity of this release, you may contact me as indicated below.

Full Name _____

Current Address _____

Home Phone _____ Work Phone _____

Date of Birth _____ Social Security Number _____

Applicant Signature

Date

Signed under oath before me on _____

Notary Public

My commission expires _____

POSITION ANNOUNCEMENT

POSITION TITLE: POLICE OFFICER
JOB #: 4001
STATUS: To establish eligibility list to be used for hiring entry level police officers.
DEPARTMENT: Police Services
2004 SALARY RANGE: \$3631 - \$4942 monthly. Salaries are paid biweekly.
CLOSING DATE: February 13, 2004, 5:00 p.m. or postmarked by February 13, 2004
SELECTION PROCESS: Application review, written test, physical agility evaluation, oral boards, personal history investigation, polygraph and psychological exam, and pre-employment medical and drug screening.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Effect an arrest, forcibly if necessary, using handcuffs and other restraints; subdue resisting suspects using maneuvers and approved weapons I self-defense; process and transport people taken into custody or detained.
- Prepare investigative and other reports, including sketches, using appropriate grammar, symbols, and mathematical computations.
- Exercise independent judgment in determining when and to what extent force may be used, and when there is reasonable suspicion to detain or probable cause to search and arrest.
- Safely operate a law enforcement vehicle both day and night, in emergency situations involving speeds in excess of posted limits, in congested traffic and on unsafe road conditions.
- Communicate effectively with dispatchers and other police personnel utilizing in-vehicle Mobile Data Terminal, laptop computer, and radio.
- Gather appropriate information from victims, suspects, witnesses, and confidential informants.
- Properly handle and use weapons and/or firearms from a variety of body positions, under conditions of stress that justify the use of deadly force, and perform at levels of proficiency prescribed in certification standards.
- Perform searches, which may involve walking for long periods, and stopping and detaining suspicious vehicles and persons.
- Engage in patrol functions that include rotating shifts, foot patrol, and physical security checks of buildings.
- Effectively communicate with people in order to inform and direct, mediate disputes, and advise individuals of legal rights.
- Effectively communicate with people in court and other formal settings, including public speaking engagements.
- Detect and collect evidence and substances related to criminal offenses, often in dangerous conditions.
- Perform rescue functions at accidents, emergencies, and disasters that may involve physically moving people away from dangerous situations, or evacuating people from particular areas.
- Read and comprehend legal and non-legal documents, including the preparation and processing of such documents as citations, affidavits, and warrants.
- Interact cooperatively with co-workers and members of the community.
- Report to work on time and maintain an acceptable attendance record.

KNOWLEDGE SKILLS AND ABILITIES

Interest in and aptitude for police work.

Ability to understand and apply criminal and civil laws, and department policies and procedures.

Ability to communicate clearly and concisely, both orally and in writing.

Ability to act with tact and impartiality.

Ability to make completed and appropriate decisions in what can be a highly stressful environment.

Ability to be detail oriented and to exercise a high degree of independent judgment.

Ability to effectively deal with and resolve emergency and high stress situations involving other persons while maintaining emotional stability, self-control, control of the situation and flexibility.

Ability to perceive and discern community issues or individuals problems, collect data quickly and accurately, draw valid conclusions, and develop modern and data based approaches to situations.

Ability to wear equipment belt weighing approximately 15-20 lbs for continuous duty periods of 8-10 hours.

Ability to operate in-vehicle mobile data terminals, other computers, and radios sufficient to communicate effectively with Dispatch and other Police personnel.

Ability to wear a uniform.

MINIMUM QUALIFICATIONS: The requirements listed below are representative of the knowledge, skills and abilities required to perform the necessary functions of this position.

EDUCATION: Must have a minimum of 60 semester or 90 quarter hours from an accredited college or university and a minimum 2.0 cumulative GPA. Transcripts are required for verification.

CERTIFICATES, LICENSES, REGISTRATIONS: Must have a valid driver's license at time of application, be 21 years of age and a U.S. citizen by July 19, 2004; no felony convictions and must be or be able to become a certified police officer by the State of Colorado after being hired.

PHYSICAL DEMANDS: While performing the duties of this job, the employee is regularly required to use hands to finger, handle or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand, walk, sit, stoop, kneel, crouch, or crawl. The employee is occasionally required to climb or balance and taste or smell. The employee must frequently lift and/or move up to 50 pounds, and must occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include peripheral vision, depth perception, and ability to adjust focus. Ability to wear equipment belt weighing approximately 15-20 pounds for continuous duty periods of 8 to 10 hours.

The City of Fort Collins will make reasonable accommodations for access to City services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call 221-6535 for assistance.

The City of Fort Collins Police Services is currently establishing an eligibility list to be used for hiring in 2004. There is a non-refundable \$20.00 application fee and a waiver form in cases of financial hardship. A completed Police Officer application packet must be submitted by 5:00 p.m. Friday, February 13, 2004 or postmarked by February 13, 2004, to City of Fort Collins Human Resources Department, 215 North Mason Street, Fort Collins, CO 80522.

**THE CITY OF FORT COLLINS IS AN EQUAL OPPORTUNITY EMPLOYER.
DRUG TEST REQUIRED.**

WAIVER OF LIABILITY FOR PHYSICAL AGILITY TESTING PARTICIPANT

(Please print)

I, _____ of _____
(Full Name) (Address)

for myself, my heirs, executors, administrators, agents, and assigns do hereby waive all claims, demands, damages, actions, causes of action, or suits of any kind or nature whatsoever against the City of Fort Collins, Fort Collins Police Services, or any agent or employee of the City of Fort Collins or Fort Collins Police Services, acting under the color of official authority arising from any occurrence, accident, injury or damage, while I am attending or performing the physical agility testing for the position for which I have applied with Fort Collins Police Services.

I have reviewed and fully understand the physical agility test description provided to me by Fort Collins Police Services. I voluntarily accept the terms of this statement and the risks associated with physical agility testing.

Applicant Signature _____ Date _____

OPTIONAL: Please have this section completed by your physician if you believe you have a medical condition or injury which may affect your ability to participate in the physical agility testing.

I reasonably believe that the above-named person is physically able to perform the physical agility test of Fort Collins Police Services without unreasonable risk of injury.

Physician signature _____ Date _____

Printed Name and Address _____

On this _____ day of _____, 200_, I was walked through the physical agility testing course that I am about to complete. I continue to fully understand and assume all risks associated with the testing process. I am physically able to complete this physical agility course as described in the videotaped or written materials and as described to me.

Applicant's signature _____

Larimer County/Fort Collins Patrol Officers and Investigators Physical Agility Test Description

1. Equipment: Candidates will put on a vest weighing 15 pounds and wear it throughout the physical agility test. Candidates should be wearing sweatpants, sweatshirt, and running shoes.
2. Getting out of Vehicle: Candidates will begin in the driver's seat of a vehicle with the seatbelt fastened, the door closed, and their hands on the steering wheel. A whistle will sound, at which time, the clock will start. Candidates will unfasten the seatbelt, open the door, step out of the vehicle, close the door, and begin the course. Time penalties will be assessed for taking hands off the steering wheel, undoing the seatbelt, or getting out of the vehicle before the whistle sounds, and for failing to close the vehicle door.
3. Straight Run and Broad Jump: Candidates will run 66 yards in a straight line. In the middle of the run, candidates will jump over a 6 foot area on the floor marked by yellow tape. A time penalty will be assessed for failing to jump completely over the marked area on the floor.
4. Drop and Push Up: Candidates will touch their chest to a mat on the floor, then push themselves off the mat to a standing position. A time penalty will be assessed for failing to touch the chest all the way to the mat.
5. Climb 6 Foot Fence: Candidates will stop before the fence and touch one knee to a pad on the floor, then climb over a 6 foot fence without using the wooden supports on the sides of the fence. Time penalties will be assessed for failing to touch one knee to the pad on the floor, using the wooden supports to climb over the fence, or failing to clear the fence.
6. Serpentine Run: Candidates will run through a serpentine of cones 33 yards long. The first cone will be to the left, and candidates must run to the outside of the cones. Time penalties will be assessed for running to the inside of the cones.
7. Climb 4 Foot Fence: Candidates will stop before the fence and touch one knee to a pad on the floor, then climb or vault over a 4 foot chain link fence without using the wooden supports on the sides of the fence. Time penalties will be assessed for failing to touch one knee to the pad on the floor, using the wooden supports to climb over the fence, or failing to clear the fence.
8. Crate Lift and Carry: Candidates will lift a metal crate weighing 30 pounds from the floor and carry it 10 feet to a table that is 2 ½ feet from the ground. Candidates will place (rather than throw) the crate on the table, release both hands, lift the crate off the table, carry it back and place (rather than throw) it on the floor in its original position. Time penalties will be assessed for failing to release both hands from the

crate after it is placed on the table, and for throwing the crate onto the table or onto the floor.

9. Stair Climb and Descent: Candidates will run up the portal ramp, turn to the right, climb the flight of stairs to the top of the opening, run across to the other side of the opening, then descend the flight of stairs. Candidates must hold the railing and touch every step during the climb and descent. Time penalties will be assessed for failing to hold the railing and for taking more than one step at a time.
10. Crouch and Crawl: Candidates will turn to the right and run back down the portal ramp, touch one knee to a pad on the floor, and crouch or crawl under a covered obstacle that is 3 feet high for a distance of 15 feet. Candidates are not allowed to dive or slide under the obstacle. Time penalties will be assessed for failing to touch one knee to the pad on the floor and for diving or sliding under the obstacle.
11. Serpentine Run: Candidates will run back through the serpentine of cones 33 yards long. The first cone will be to the right, and candidates must run to the outside of the cones. Time penalties will be assessed for running to the inside of the cones.
12. Dummy Takedown: Candidates will go to their right, and push an 85 pound life-sized standing dummy (with a resistance line attached) to the floor from the back, pin the dummy to the floor on its stomach, and pull the arms of the dummy together to make the hands touch on top of or behind the dummy's head. Time penalties will be assessed for not taking the dummy down from the back, failing to keep the dummy pinned to the floor, and failing to touch the hands together on top of or behind the dummy's head.
13. Straight Run and Broad Jump: Candidates will again run 66 yards in a straight line. In the middle of the run, candidates will jump over a 6 foot area on the floor marked by yellow tape. Candidates should continue running to the vehicle and touch it with their hand. At this time, the clock will stop. A time penalty will be assessed for failing to jump completely over the marked area on the floor.
14. Reaction Test: Without taking the weighted vest off, candidates will be immediately escorted to a separate station where they will use a baton to touch a series of pads numbered 1 to 10, which are mounted on a wall. The numbers will be in a random pattern. Candidates must keep one foot on the "X" on the floor, and they may hold the baton in whichever hand is most comfortable. Candidates will find each number on the wall and hit it with the baton, while saying the number aloud. Candidates must go through the numbers in order. If a number is skipped or not said aloud, the candidate must go back and repeat the number before continuing. Candidates will go through the series of numbers once as a practice trial. Following the practice trial, candidates will be timed as they go through the numbers three times without stopping. This event is timed separately.