



## 2020 Port Authority Police Officer Recruitment Process

### \*Police Academy Tentative Start Date\*

**120<sup>th</sup> Police Academy – TO BE DETERMINED April 2021**

**THE INFORMATION BELOW DESCRIBES THE PROCESS FOR APPLICANTS RANDOMLY SELECTED TO PROCEED IN THE EVALUATION PROCESS.**

Activity	Timeline *	Fee **
<b>Application Period</b>	March 16 – April 5, 2020	\$20
<b>Random Selection Process</b>	April 6, 2020	N/A
<b>Written Exam</b> (only those randomly selected eligible)	<b>To Be Determined</b> <del>Primary Testing Period:</del> <del>April 7 – April 14, 2020</del>  <del>Limited Testing Availability:</del> <del>April 15 – May 3, 2020</del>	\$20
<b>Physical Performance Test</b> (only those who qualify on written exam eligible)	<b>To Be Determined</b> <del>Week of June 1, 2020</del>	\$20
<b>Background, Medical/ Psychological Process</b> (only those who qualify on physical performance test eligible)	<b>To Be Determined</b> <del>July 2020 – April 2021</del>	\$40

**Given current circumstances with the Coronavirus Pandemic, the timeline for the Written Exam; Physical Performance Test; Background, and Medical/Psychological process; and Academy start dates have been changed to “To Be Determined”. The evaluation process will proceed as soon as circumstances allow.**

\*All timelines are subject to change

\*\*All fees are non-refundable / non-transferable. All fees will be waived for qualified candidates who meet the specified criteria for a payment waiver (e.g., U.S. Military Veterans; Spouses of Disabled or Deceased U.S military Veterans, candidates meeting certain financial criteria)

#### **WRITTEN EXAMINATION**

Applicants selected to proceed in the process through the random selection will receive an email notifying them of their status and instructions for registering and scheduling themselves for the PAPD Police Officer written test through their PAN account.

Written Exam: \$20 fee is required; this fee will be waived for those who were previously granted a payment waiver during the application process.

Candidates will receive notification of their written exam results. Only candidates who qualify on the 2020 PAPD Police Officer Written Test will be eligible to proceed in the process.



### **Written Test Administration**

The Port Authority of New York and New Jersey Police Officer Written Examination will be administered via computer at Performance Assessment Network (PAN) Test Centers across New York and New Jersey to applicants randomly selected to proceed in the evaluation process. **The timing of the written testing period is to be determined. The primary written testing period runs from April 7 – April 14, 2020. There will be limited written testing availability from April 15 – May 3, 2020.** The examination consists of 70 multiple-choice questions designed to assess ability/skill in areas such as:

- **Memorization:** Ability to remember information, such as words, numbers, pictures, and procedures. Pieces of information can be remembered by themselves or with other pieces of information. For example, remembering details from a crime scene or wanted posters.
- **Deductive Reasoning:** Ability to apply general rules to specific problems to come up with logical answers. It involves deciding if an answer makes sense. For example, determining the appropriate crime with which to charge a suspect.
- **Inductive Reasoning:** Ability to combine separate pieces of information or specific answers to problems to form general rules or conclusions. For example, considering suspect descriptions provided by different witnesses to identify the most accurate description.
- **Information Ordering:** Ability to follow correctly a given rule or set of rules to arrange things or actions in a certain order. For example, following the steps in the arrest processing procedure in the given order.
- **Problem Sensitivity:** Ability to tell when something is wrong or is likely to go wrong, including being able to identify the whole problem as well as the elements of the problem. For example, determining and attending to the most life threatening injuries upon arrival to the scene of an accident.
- **Spatial Orientation:** Ability to tell where you are in relation to the location of some object or to tell where the object is in relation to you. For example, determining the route to get to a given location from your current location.
- **Written Comprehension:** Ability to understand written sentences and paragraphs. For example, reading and comprehending an operational procedure regarding the proper equipment to use in specific situations.
- **Visualization:** Ability to imagine how something will look when it is moved around or when its parts are moved or rearranged. It requires the forming of mental images of how patterns or objects would look after certain changes. One has to predict how an object, set of objects or pattern will appear after the changes are carried out. For example, identifying a person who matches the description of a criminal after the person has altered their appearance

Click [here](#) to review the **PAPD Police Officer Written Test Preparation Manual**

Candidates will be given an opportunity to request a test accommodation. This will require submitting documentation from a medical professional on official letterhead dated within the last 5 years that outlines the justification for the test accommodation request and identifies the specific test accommodation(s) requested within the required timeframe.

You should plan to be at the test location for approximately 3 hours which includes registration, test administration time, and check out.

### **Written Test Results**

After the written testing period is completed, you will receive an e-mail informing you that your test results are available through your PAN account. It is critical that you keep the email associated with your PAN account up-to-date.



### **PHYSICAL PERFORMANCE TEST**

Candidates who pass the written test will receive an email inviting them to register and schedule to take the Physical Performance Test through their PAN account.

Physical Performance Test: \$20 fee is required; this fee will be waived for those who were previously granted a payment waiver.

Candidates must consult with their physician to ensure it is safe to engage in the Police Physical Fitness Test regiment.

Please click [here](#) to view the **PAPD Police Officer Physical Performance Test Preparation Video**.

Please click [here](#) to view the **PAPD Police Officer Physical Performance Test Preparation Manual**.

### **Physical Performance Test Administration:**

The Port Authority of New York and New Jersey Police Officer Physical Performance Test will be administered in a New Jersey location to applicants who qualify on the written test. **the week of June 1<sup>st</sup>, 2020. The timing of the Physical Performance Test administration is to be determined.**

**Candidates** must sign a waiver in order to participate.

Candidates must successfully complete a Physical Performance Test to be eligible to proceed in the process.

### **Test Descriptions:**

You will complete three (3) tests during the session:

1. **300 Meter Run.** This test measures anaerobic power. You will stand behind the starting line and on the command "Go" complete a 300-meter run around a track. Your score will be the time it takes you to complete the run.
2. **Push-Ups.** This test measures muscular strength and endurance. To start, your hands and feet are in contact with the testing surface with arms fully extended. Lower your torso by until the chest touches a foam block. Then return to the starting position. Your score will be the number of correctly performed push-ups until exhaustion.
3. **1.5 Mile Run.** This test measures aerobic capacity. You will stand behind the starting line and on the command "Go" complete a 1.5 mile run around a track. Your score will be the time it takes you to complete the run.

These tests are used to determine your Overall Physical Performance Test status (Qualified/ Not Qualified).



**Test Scoring/Qualification Requirements:**

The test will be scored on the point system in the table below.

To Qualify on the PAPD Police Officer Physical Performance Test, you must:

- Achieve at least 1 point on each of the three test events;

**AND**

- Achieve a total of 15 points or more across all three test events.

If you achieve 0 points on any of the three events or achieve a total of 14 points or less across all three events, you will be deemed “Not Qualified” on the PAPD Police Officer Physical Performance Test.

Points	300 Meter Run (Seconds)	Push-Ups (Number Completed)	1.5 Mile Run (Minutes:Seconds)
0	81 or slower	7 or less	16:23 or slower
1	80-79	8	16:22-16:15
2	78-77	9	16:14-16:06
3	76-75	10	16:05-15:57
4	74-73	11-12	15:56-15:48
5	72-70	13-19	15:47-15:15
6	69-68	20-26	15:14-14:33
7	67-65	27-34	14:32-13:51
8	64 or faster	35 or more	13:50 or faster

**Physical Performance Test Results**

After the Physical Performance Testing period is completed, you will receive an e-mail informing you that your test results are available through your PAN account. It is critical that you keep the email associated with your PAN account up-to-date.

**BACKGROUND INVESTIGATION**

Candidates who pass the Physical Performance Test will receive an email inviting them to register and schedule for Event 1 of the Background Investigation process through their PAN account.

Background Investigation: \$40 fee is required; this fee will be waived for those who were previously granted a payment waiver during the application.



**Background Investigation:**

Employment as a Port Authority Police Officer is a public trust. Therefore, a comprehensive background investigation is conducted to ensure applicants possess:

- Integrity
- Sound moral character
- Responsibility
- Sense of service
- Honor
- Ethical judgement
- Commitment

Prior to completing the application ask yourself if your personal experience demonstrates these fundamental characteristics. If you cannot confidently answer yes, please consider not continuing further.

Candidates will be **automatically disqualified** for any of the following circumstances:

- Convicted of a Felony or indictable criminal act
- Convicted of or plea agreement to any offense – Including any offense involving domestic violence - that would preclude applicant from legally owning and/or carrying a firearm. This would include any pre-trial intervention agreement that results in being legally precluded from owning/carrying a firearm
- Convicted of any offense involving domestic violence
- On probation or under indictment for an indictable offense currently or within the past twelve months
- Dishonorably discharged from any branch of military service
- Convicted more than once of any offense of driving while impaired or refusal within the last five years
- Guilty of any motor vehicle moving violation five or more times within the past two years
- Bench warrant issued for failing to appear in court for a criminal charge on more than two occasions
- Convicted of selling, manufacturing or distributing any illegal Controlled Dangerous Substance
- Candidates may also be disqualified if they demonstrate a history of disregard for the law, a tendency toward violence, termination from a job for poor behavior, or not adjusting to discipline.

Candidates who are recommended to proceed in the process by a Police Review Board will be made a contingent offer of employment and invited to the Medical/Psychological evaluation process.



### **MEDICAL & PSYCHOLOGICAL EXAMINATION**

Successful completion of Medical and Psychological examinations is required. Prior to taking the medical and psychological exams, a contingent offer of employment as a police recruit to the Port Authority Police Academy is tendered to an applicant. It will be conditional upon successful completion of the medical and psychological examinations. Each potential police recruit will be required to authorize access to all health records. If the Office of Medical Services determines that an applicant is unable to perform the essential functions of the position, the contingent offer of employment will be withdrawn.

**Body Mass Index (BMI):** Candidates with a BMI of 30 or greater will be referred for further testing to evaluate cardiovascular endurance and to rule out any related health risks.

- (1) Visual acuity will be measured using an industry standard vision screener to assess near /far vision, and visual fields. All candidates must have vision better than or equal to 20/30 in each eye and 20/30 in both eyes. If the candidate must use corrective lenses (glasses or contacts) in order to satisfy the 20/30 vision standard, then the candidate's uncorrected vision should be no worse than 20/100 in each eye. If the vision test is deemed unacceptable, the candidate will be sent for further evaluation to an ophthalmologist chosen by the Office of Medical Services.
- (2) Field of Vision shall be no less than 70 degrees in the horizontal meridian in each eye.
- (3) Depth perception shall be sufficient to demonstrate normal stereo depth perception to the correctable standard of 100 ARC seconds.
- (4) For color perception, the Fansworth D-15 color test will be performed. Moderate and severe Protan, Deuteran and Tritan color deficiencies are regarded as deficient. If the candidate's color perception test is deemed unacceptable, the candidate will be sent for further evaluation to an ophthalmologist chosen by the Office of Medical Services.
- (5) Hearing acuity will be tested from 500 Hz to 6000 Hz using a calibrated digital audiometer that meets or exceeds American National Standard Institute Specification (ANSI) requirements. The candidate must have an average hearing loss of less than or equal to 25dB at 500Hz, 1000Hz and 2000Hz. The difference in hearing between the better and poorer ear shall not be greater than 15dB at 500Hz, 1000Hz or 2000Hz. The use of hearing aids is disqualifying.

Any medical condition will be evaluated on a case-by-case basis to determine if it will interfere with the candidate's ability to perform the essential functions of a Port Authority Police Officer.



**POLICE ACADEMY TRAINING PROGRAM**

Candidates selected into the Police Academy will be required to meet academic, physical fitness (see below) and other standards. Only those candidates who meet the required achievement standards will graduate from the Academy and be considered for appointment to the Port Authority Police Force.

Using the points table scoring below, a Police Recruits must attain a total score of 210 points across the three tests (300 Meter Run, Push-Ups, 1.5 Mile Run) and achieve 70 points or more on each test to meet academy graduation standards. Failure to do so by the third formal physical performance test of Academy Training (around week 16) will result in dismissal.

Points	300 Meter Run (Seconds)	Push-Ups (Number Completed)	1.5 Mile Run (Minutes:Seconds)
0	69 or slower	24 or less	14:25 or slower
70	68-67	25-27	14:24-14:15
75	66-62	28-38	14:14-13:07
80	61-57	39-49	13:06-11:59
85	56-51	50-61	11:58-10:51
90	50-45	62-73	10:50-9:43
95	44-39	74-85	9:42-8:35
100	38 or faster	86 or more	8:34 or faster

Based on the information above, at minimum, by the third formal PAPD Academy physical performance test, you must be able to:

- Complete the 300 Meter Run in 68 seconds or faster:
- Complete 25 or more Push Ups
- Complete the 1.5 Mile Run in 14 minutes and 24 seconds, or faster.

**Please consider your motivation and ability to meet this and other graduation standards before proceeding with the application process.**