

THE SOUTH BEND POLICE DEPARTMENT MINIMUM HIRING STANDARD:

BASIC REQUIREMENTS: Applicant shall complete a written application; be a U. S. Citizen and a resident of Washington or intend to become a resident upon being employed; be 21 years of age at the time of hire; hold a valid Washington State driver's license; vision requirements: correctable to 20/20; have normal hearing in each ear; successfully pass Civil Service Hiring standards; high school graduate or posses a G.E.D. Certificate which meets state standards; must not be required to register as a sexual offender; must not be bound by other federal or state restrictions.

The applicant shall submit to a thorough background search, including searches by local, state, and federal agencies, to disclose the existence of any criminal record or conduct which would adversely affect the performance by the applicant of his or her duties.

A polygraph examination will be conducted. Further, an evaluation, including an oral interview, shall be made by a licensed psychologist to determine that the applicant is free from any emotional or mental condition which might adversely affect the performance of his or her duties.

FELONY CONVICTIONS: All applicants shall be subject to a check of their criminal history as recorded by Federal, State, County, City, Foreign or other government body. No applicant shall have been convicted for a criminal offense classified as a felony within his / her lifetime. Pleas of Nolo Contendere are considered a conviction. Applicants having outstanding felony warrants will be considered unacceptable.

MISDEMEANOR CONVICTIONS: Applicants who have been convicted of more than two misdemeanors or gross misdemeanor offenses, or a combination thereof, within their lifetime, may be deemed unacceptable. The nature of the offense(s) committed cannot include crimes denoting moral turpitude or disrespect for law enforcement authorities or crimes of an aggravated nature, including but not limited to crimes against public order and safety, public morals and standards, sexual offenses, domestic violence, crimes against children, etc. For the purpose of this section, violations of traffic laws are not included. Pleas of Nolo Contendere are considered a conviction. Applicants having outstanding misdemeanor warrants will be considered unacceptable.

DOMESTIC VIOLENCE: Applicants who have been convicted for a crime involving domestic violence of the degree of felony or misdemeanor shall be unacceptable. Pleas of Nolo Contendere or First Offender Status shall be considered convictions.

LAWSUITS: Applicants who are the plaintiff or defendant in any pending lawsuit involving liability or damages will have their situation evaluated independently by the hiring authority. Divorces are not included in this section.

EMPLOYEE HISTORY

TERMINATIONS: Applicants may not have been terminated for cause from a place of employment more than one time within the five-year period preceding the date of the application. Applicants who have been terminated for cause by a federal, state, county, or municipal Civil Service system are unacceptable. Applicants who were the subject (defendant) of an adverse Civil Rights decision through Federal or State courts are not acceptable.

STABLE EMPLOYMENT: Applicants should have a stable employment history. The quantity and type of employment history required is at the discretion of the hiring authority.

THEFTS

FELONY THEFTS: No applicant shall have ever been involved in a theft of a felony nature. The standard for determining the class of the theft shall be the applicable code in effect at the time of the theft. This applies to both detected and undetected thefts.

MISDEMEANOR THEFTS: No applicant shall have been involved in more than two thefts of a misdemeanor nature within his / her lifetime. No applicant can have committed a theft of any type within the twelve (12) month period preceding the initiation of the applicants hiring process. The applicable code in effect at the time

of the commission of the theft will be the determining factor of whether or not the theft was a felony or a misdemeanor. The hiring authority will examine the applicant's involvement on a case by case basis.

MILITARY HISTORY

CHARACTER OF DISCHARGE: Applicants who have served in the armed forces of the United States or of foreign governments will not be considered with a discharge less than Honorable. Discharges upgraded to Honorable from another status are acceptable.

DISCIPLINARY ACTIONS WHILE IN THE MILITARY: The military records of applicants must not show a pattern of violations under the Uniform Code of Military Justice including punitive judgments or punishments, i.e. Article 15, Captain's Mast, etc. Applicants must have never been convicted by a General or Special court martial.

GAMBLING HABITS

COMMERCIAL GAMBLING: Applicants must not have a history of involvement in commercial gambling, bookmaking, loan sharking, or related activities

GAMBLING DEBTS: Applicants must not have current debts owed to any agency, firm, organization, or person for gambling debts.

DRUG USAGE / POSSESSION / DISTRIBUTION

CONVICTIONS FOR DRUG RELATED VIOLATIONS: No applicant may have in his / her lifetime, any convictions for any type drug use, possession, sale, or, involvement. Nolo Contendere and First Offender treatments are considered convictions.

ILLEGAL DRUG ACTIVITY: No applicant may have been involved in the possession of a controlled substance deemed illegal at the time of possession regardless of the intent of the disposition of the substance within the previous three (3) years.

USE OF MARIJUANA: No applicant shall have used Marijuana within the three (3) years immediately prior to the date of application. In addition, the applicant's history of use of Marijuana shall not display a pattern of abuse as determined by the hiring authority. For the purpose of this section, the date of application shall mean the actual date the applicant originally applied for the position.

OTHER DRUG USE: Applicants may not have a history of use (defined as induction by any means into the body) of any substance defined as illegal by the Washington Administrative Code at the time of use. This is regardless whether the user (applicant) induced the drug for the purpose of experimentation, "getting high", relieving pain, easing anxiety, or depression, including sleep, increasing body mass, or strength, or for any other reason unless the drug was prescribed by a physician and intended for medicinal purposes. Applicants' use of any drug will be examined on case by case basis.

ILLEGAL DRUG SALE AND DISTRIBUTION: Applicants who have a history of involvement in the selling, trading, distributing, growing, transporting, storing, manufacturing, preparing, or possession of any substance or drug considered as controlled or illegal are unacceptable.

UNDETECTED CRIMES: Applicants who have by self admission, committed crimes which were never detected, shall be presumed to have committed the crime or act.

DRIVER'S HISTORY

DRIVER'S LICENSE: Applicant shall have a valid driver's license issued by an acceptable governing authority. The license shall have never been suspended or revoked for reasons other than cancellations for non-payment of insurance premiums within the past seven (7) years.

DRIVING UNDER THE INFLUENCE: No applicant can have been convicted for the offense of Driving Under the Influence more than one time within his/her driving history. That conviction cannot have occurred within the five year period prior to the initiation of the hiring process. For the purpose of this section, a plea of Nolo Contendere is considered a conviction.

PROHIBITED TRAFFIC CONVICTIONS: Applicants who have had within their driving history, convictions or pleas of Nolo Contendere for the offenses of Hit and Run (or similar statute), Homicide by Vehicle, Attempting to Elude, or Habitual Violator, shall not be acceptable. In addition, applicants must not have had a conviction of Reckless Driving or Racing within the five year period preceding the date of the initiation of the applicant's hiring process. No applicant may have a driving history which reflects a recurring pattern of traffic violations which may represent a perpetual disrespect for traffic laws.