

DEPARTMENT FUNCTIONS AND DIVISIONS

Patrol

- Four Patrol Squads, each with a Sergeant, Corporal, and Patrol Officers.
- Accident Investigation Officers.
- Bicycle Officers
- DARE Officers
- Major Incident Response Officers (MIRT)
- Special Emergency Response officers (SWAT)
- Canine Officers (Bomb and Drug Patrol Dogs)
- Motorcycle Officers

Detectives

- Detective Sergeant
- Criminal Investigators
- Juvenile Investigators

GENERAL INFORMATION

The township is located in the southeastern portion of Bucks County, Pennsylvania and covers an area of 22 square miles. The township is adjacent to the west bank of the Delaware River, and across the river from the city of Trenton and Mercer County, New Jersey. The Oxford Valley Mall is at our southern border. Lower Makefield is approximately 8 miles northeast of Philadelphia.

Two major arteries travel through Lower Makefield including Interstate 95 and U.S. Route 1. Both the Southeastern Pennsylvania Transit Authority (SEPTA) and Amtrak provide rail transportation service to Township residents. They provide commuter service to Philadelphia, Trenton, Princeton, and New York. SEPTA also provides the Township area with daily bus service.

The Lower Makefield Township Police Dept. provides a full range of police services on a 24-hour a day basis to residents, businesses, and visitors. We are home to the official Pennsylvania 9/11 memorial, the Garden of Reflection, three retail centers and several professional office parks.



Lower Makefield Twp. **POLICE DEPARTMENT**

Recruitment Information

Kenneth D. Coluzzi
Chief of Police



OVERVIEW

The Lower Makefield Township Police Department, established in 1951, is a vital component of the Township of Lower Makefield. Police Department employees are committed to a partnership with the community we serve. We adhere to professional standards and subscribe to equal treatment of all people.

Lower Makefield Police Officers are well prepared to perform a full range of criminal justice services. We are confident that you will find a career with the Lower Makefield Township Police Department to be both challenging and rewarding.

Lower Makefield Township Police Department
1100 Edgewood Rd, Yardley PA 19067
Phone: 215.493.4055

A Lower Makefield Police Officer is responsible for the protection of persons and property, and to preserve the peace. Lower Makefield Township Police Officers are duly appointed law enforcement officers who hold police powers under state and local statutes. After extensive training at a certified Pennsylvania State Police Academy, and completion of a 12 week Field Training Officer (FTO) program, police officers will be assigned in uniform to regular patrol duties.

Information for Lower Makefield Twp. Police Applicants

I. Minimum Requirements

A. Successful candidates for the position of Lower Makefield Township Police Officer must meet the following minimum requirements

1. Applicant must be at least 21 years of age at time of appointment.
2. The applicant must be a United States citizen.
3. At time of appointment, the applicant must possess 60 college credits.
4. Possession of a valid driver's license is required prior to appointment.
5. The applicant must be able to pass a job-related physical and a psychological examination.
6. Must establish and maintain residency within 20 miles of the boundaries of Lower Makefield Township within 12 months of hire.

Processing Procedures

A. Some reasons an applicant may be rejected for the position of Lower Makefield Township Police Officer.

1. Conviction for any felony or misdemeanor.
2. Discharged or forced resignation from employment or documented job related disciplinary action.
3. The use of any controlled dangerous substance (narcotic or non-narcotic) not prescribed by licensed medical practitioners.
4. Make false statements or falsifying documents in any part of the selection process.

B. This list is not intended to be all inclusive, and the right is reserved to reject any applicant who does not meet the standards of the Lower Makefield Township Police Department.

Selection Process

A. Filing Applications

Applications for positions in the police department can be obtained at the department upon request and completed applications will be held for consideration for 1 year.

B. Preliminary Screening

Applications initially will be screened to ensure that all applicants meet the minimum qualification requirements as stated in the job announcement for the position of Police Officer.

C. Physical Fitness and Written Test

Candidates will have to, prior to hiring, pass a qualified police hiring written examination and pass the physical fitness or agility portion of that same testing procedure (currently police agency testing may be acceptable) .

D. Oral Personnel Assessment

All candidates that have successfully completed all previous stages of the selection process and are being considered for employment will be given an Oral Review. The Oral Review will consist of an interview by the Chief of Police and/or his designees.

E. Background Investigation

A comprehensive background investigation will be conducted on all applicants who have successfully completed prior stages. The background investigation will entail criminal record checks, employment verification/history, military records, driving record, character references, credit check and high school/college graduation verifications on each applicant eligible for employment. The background investigation will be completed prior to an offer of employment.

F. Oral Review

All candidates that have successfully completed the process up to the background investigation, and are being considered for employment will be given an Oral Review. The Oral Review will consist of an interview with the Township Supervisors.

G. Offer of Employment

All candidates still being considered for employment will be offered an 'Offer of Employment' and proceed to the next stage of the process. The stages are:

1. Medical Examination

All candidates will be advised of the results of their medical examination in writing upon completion of the examination. Candidates that are disqualified during this phase will be advised in writing within 30 calendar days of the specific area causing disqualification. The medical examination will include testing for the use of unlawful drugs.

2. Psychological Evaluation

Applicants will be given a battery of psychological tests. These tests will be used to evaluate/measure an applicant's emotional stability and psychological fitness for police work. Results of all applicants' psychological evaluations will be retained in their confidential applicant file.

3. Polygraph Examination

Applicants will be required to fill out a personal data questionnaire and undergo a polygraph examination.

NOTE: Applicants who fail to meet a scheduled appointment without prior notification will be removed from the hiring process.

MISSION STATEMENT

It is the mission of the Lower Makefield Township Police Department to maintain a highly motivated, well trained and progressive force. To build a partnership by seeking the talents and input of all citizens who share a concern for the welfare of our community. Our goal is to provide the highest level of service by working together to build a true township of neighbors. Service is our mandate. Honesty and integrity our commitment. Satisfaction is the measure of our success.

EMPLOYEE BENEFITS

Salary

- Starting salary with annual increments are determined by the current collective bargaining agreement. (2009 Starting salary \$41,062, full 4-year patrolman \$72,239)
- Opportunity for promotion after 5 years of continuous service.

Benefits

- Paid life insurance, medical, dental, and pension (PA Act 600). (Medical Plan options: Blue Cross PPO, Aetna HMO)
- Uniform, weapons, and equipment provided by the Department.
- Paid vacation after 1 year, personal days (2), holiday pay (12).
- Uniform Allowance (\$500 yr after initial issue)
- College incentive pay (1%. Associates, 2% Bachelors)
- Tuition reimbursement up to \$300 yr.
- Longevity after 5 years
- 457 deferred contribution by Township (\$1000@ yr).
- Deferred Retirement Option Program (DROP) 4 years.

Web sites

Township of Lower Makefield
www.lmt.org

Police Department
www.lmtpolice.org

