



## **Police Officer Pre-Application**

*The Westfield Police Department is an Equal Opportunity Employer*

The Westfield Police Department periodically conducts hiring processes to establish an eligibility list for full time police officers.

Candidates meeting the minimum requirements who have submitted a pre-application prior to the deadline will be invited to participate in the hiring process. The invitation will include the date, location, and time of the initial step of the process. Failure to participate in any step of the employment screening process will result in the candidate's disqualification. Continuation in the process will be based on the candidate's earned score at each step of the process and relevant pre-application background information.

The hiring process can take several months to complete. Hire dates are based on openings at the Indiana Law Enforcement Academy and/or dates set by the Westfield City Council.

If you have any questions about employment benefits or specific questions about the hiring process, please feel free to contact the recruiting team at: [wpdrecruiting@westfield.in.gov](mailto:wpdrecruiting@westfield.in.gov).



## **Minimum Requirements for Westfield Police Officer Candidates:**

1. Shall be a high school graduate or equivalent.
2. Shall possess a valid Indiana driver's license (or obtain one within 60 days of becoming an Indiana resident) and have no more than eight active points.
3. Shall be a US citizen.
4. Shall be at least twenty-one (21) years of age, but under forty (40) years of age; (The age restriction shall be waived for a person not more than forty (40) years and six (6) months of age if said person falls within the scope of I.C. § 36-8-4.7 pertaining to certain military veterans.)
5. Shall be of good moral character.
6. Shall not have a conviction for operating a vehicle while intoxicated, or operating a vehicle with blood alcohol content of .08% or above
7. Shall have no felony convictions.
8. Shall not have been convicted of a misdemeanor crime of domestic violence.
9. Shall not have been dishonorably discharged from the military.
10. Shall not have used an illegal drug in the last three (2) years.
11. Shall be in good physical condition, and able to pass the physical fitness exit standards adopted by the Indiana Law Enforcement Academy.

### **Indiana Law Enforcement Academy Exit Standards**

- |                     |  |
|---------------------|--|
| 1. 1.5-mile run     | minimum standard 16 minutes 28 seconds |
| 2. Vertical Jump    | minimum standard 16 inches             |
| 3. Maximum push-ups | minimum standard 25                    |
| 4. 1-minute sit-ups | minimum standard 29                    |
| 5. 300-meter run    | minimum standard 71 seconds            |

*If you meet the minimum requirements and wish to apply, please complete this pre-application form completely and truthfully and return it as soon as possible.*



# Westfield Police Department Pre-Application Form

Date:

Last:

First:

Middle:

Maiden:

Address:

Apt:

City:

State:

Zip:

Home Phone:

Cell Phone:

Email:

Are you over 21 years of age and under 40 years of age?

Driver's License #:

DL State:

Current Employer:

Position Held:

## EDUCATION

High School:

Post-Secondary College/University:

# of Credit Hours Completed:                      Major/Minor:

Indiana Law Enforcement Academy Certified: Year/Class:

U.S. Military Experience: Years of fulltime duty / Branch:

Law Enforcement Experience: Years / Agency / Title:

Fluent in a Foreign Language (list language):

Additional Experience, Schooling, Training or Certifications: *(Include out-of-state law enforcement academies)*

**Please complete the following list of questions. If you answer yes to any of the questions, please completely explain your answer in the space provided. Arrest information must include the offense, month and year, outcome/disposition and the law enforcement agency. Illegal drug use must include the type of drug, number of times used, period of time used and month and year of last use. Information that is omitted from this section may result in the pre-application being discarded without notice to the candidate.**

Have you ever been arrested for or convicted of a felony crime that has not been expunged by a court?

Have you ever been arrested for or convicted of any misdemeanor crime that has not been expunged by a court?

What is the most serious undetected crime that you have committed and when?

Have you ever received a traffic ticket?

Has your driver's license ever been suspended? Revoked?

Have you ever purchased, possessed, or used any illegal drugs? If yes, provide relevant details.

Have you ever sold any illegal drugs? If yes, what drug and date?

Have you ever been dismissed or asked to resign from a position of employment?

**How did you hear about the Westfield Police Department?**

If Other is selected please list source or person referring:

***I have answered all questions fully and truthfully. I understand that any misrepresentation or omission of requested information will eliminate me from consideration as a candidate for police officer with the Westfield Police Department. If any of the information changes, I understand that I am responsible for promptly updating the pre-application in writing.***

***I authorize the Westfield Police Department to conduct a pre-application background investigation.***

*Your electronic signature below indicates your agreement with the following statements:  
By typing my name in the following box I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing my pre-application.*

Signed:

Date:

**PLEASE SAVE AND SUBMIT THIS PRE-APPLICATION ELECTRONICALLY TO [wpdjobs@westfield.in.gov](mailto:wpdjobs@westfield.in.gov)**

*Although not preferred, applications may be mailed to:*

Westfield Police Department  
Attn: Recruiting  
17535 Dartown Rd  
Westfield, IN 46074

## Voluntary Self Identification Form

Completion of this data is voluntary and will not affect your opportunity for employment, or terms or conditions of employment. This form will be used for CALEA accreditation purposes only and will be kept separate from all other personnel records.

Name:

Job Title Applied for:

Gender:

### Please select one of the options below:

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

White (Not Hispanic or Latino): A person having origins in any of the of the original peoples of Europe, the Middle East or North Africa.

Black or African American (Not Hispanic or Latino): A person having origins in any of the black racial groups of Africa

Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino): A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands

Asian (Not Hispanic or Latino): A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

American Indian or Alaska Native (Not Hispanic or Latino): A person having origins in any of the original peoples of North and South American (including Central America) and who maintains tribal affiliation or community attachment.

Two or more races (Not Hispanic or Latino): All persons who identify with more than one of the above five races.