

VERMILION COUNTY SHERIFF'S DEPARTMENT

Application for Employment

PLEASE PRINT

Position(s) applied for _____ **Date** _____

Name in full _____ **Phone** _____

Address _____ **City of** _____ **Zip Code** _____

How long have you lived in the State of Illinois _____ (years).

Social Security Number

Date of Birth

Pursuant to the Rules and Regulations of the Vermilion County Merit Commission for Deputy Sheriffs and/or Corrections Officers, applications for employment with the Vermilion County Sheriff's Department will be accepted from persons meeting the following qualifications:

- 1. Must be a citizen of the United States.**
- 2. Must have attained the age of 20 years at the time of application.**
- 3. Must be a high school graduate or an equivalent certificate. Copy of high school diploma or equivalent certificate must be attached to this application.**

You will receive an additional 5 points on your written examination score if you had Honorable Service in the Armed Forces of the United States AND further if you attach a copy of your "Certificate of Honorable Service" to this application.

- 4. Must be willing to submit to all written and oral examinations deemed necessary by the Merit Commission.**
- 5. Must be of sound mind and body and willing to take a physical examination by a physician selected by the Merit Commission at the expense of Vermilion County.**
- 6. Must be willing to be fingerprinted and submit to a complete record check.**
- 7. Must be bondable.**
- 8. Must not be a conscientious objector from service in the United States forces.**
- 9. Must not be dishonorably discharged from service in the United States forces.**
- 10. Must not be a habitual user of alcohol, of drugs or be a habitual gambler.**
- 11. Must not have been convicted of a felony or serious misdemeanor.**

I certify that I have read the above qualifications and that I meet these requirements.

Signature _____ **Date** _____

**VERMILION COUNTY MERIT COMMISSION FOR LAW ENFORCEMENT
ROOM 317
VERMILION COUNTY COURTHOUSE ANNEX
DANVILLE, IL 61832**

PRE-EMPLOYMENT FORM

To help us comply with Federal Regulations, would you please answer the following questions? This sheet will not be a part of your application form. This is not used for employment decisions, but for record keeping in compliance with Federal Law.

	Last	First	Middle
Name			
	Street	City	State
Address			Zip Code
	Sex	Race	
	Male	Caucasian	
	Female	Black	
		Other	(Explain) _____
Date of Birth	_____		
Place of Birth	_____		Nationality _____

Signature _____ **Date** _____

GENERAL INFORMATION
Complete all questions. If not applicable, write NA

Have you ever had any law enforcement or corrections experience? Yes No If so, list all such experience.

Are you well acquainted with anyone in the Sheriff's Department? Yes No Who? _____

How did you find out about this job opening? _____

Have you ever been bonded? Yes No

Have you ever forfeited bond? Yes No If yes, please explain: _____

Have you ever refused bond? Yes No If yes, please explain: _____

Have you ever been convicted? (Other than a minor traffic violation) Yes No If yes, please explain: _____

 Fined? (Other than a minor traffic violation) Yes No If yes, please explain: _____

 Imprisoned? Yes No If yes, please state circumstances: _____

Do you have any physical condition which may limit your ability to perform the particular job for which you are applying?
 Yes No If yes, describe: _____

EDUCATION

Name of School or College	From Year	To Year	Major Subjects	Scholastic Standing	Did you Graduate?
(Preparatory or High)					
(College or University)					
(Other Schools)					
(Correspondence)					

MILITARY SERVICE RECORD

Have you ever served in the United States Armed Forces? Yes No If yes, what branch _____

Period of service (from) _____ to _____ Rate or rank at time of discharge _____

Date and type of discharge _____

Are you a member of an armed forces reserve? Yes No Rate or rank _____

List duties in the Service and include special training _____

If you were deterred from serving in the U.S. Armed Forces, explain why _____

CHARACTER REFERENCES

Do not refer to acquaintances, previous employers, or relatives. Refer to people who know you well, either personally or in business.

NAME	PHONE	OCCUPATION	ADDRESS
1.			
2.			
3.			

List below present and past employment, beginning with your most recent.

1.	Name and Address of Company and Type of Business	From		To		Starting Weekly Salary	Last Weekly Salary	Reason For Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
		Describe the work you did:							
	Telephone								

2.	Name and Address of Company and Type of Business	From		To		Starting Weekly Salary	Last Weekly Salary	Reason For Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
		Describe the work you did:							
	Telephone								

3.	Name and Address of Company and Type of Business	From		To		Starting Weekly Salary	Last Weekly Salary	Reason For Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
		Describe the work you did:							
	Telephone								

4.	Name and Address of Company and Type of Business	From		To		Starting Weekly Salary	Last Weekly Salary	Reason For Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
		Describe the work you did:							
	Telephone								

May we contact the employers listed above? _____ If not, indicate by No. which one(s) you do not wish us to contact _____

PERSONAL REFERENCES (Not Former Employers or Relatives)

1.	()
(Name)	Phone #
(Address)	
2.	()
(Name)	Phone #
(Address)	
3.	()
(Name)	Phone #
(Address)	

Illinois Law Enforcement Training and Standards Board



Preface

The Illinois Law Enforcement Training and Standards Board, in recognizing the importance of physical fitness status for academy performance (and eventual job performance), has established the **Peace Officer Wellness Evaluation Report (POWER)** test for entering any of the Illinois certified police academies.

The POWER test will be provided to all candidates prior to entering the academy to see if each individual meets the standards. These fitness entrance requirements help to ensure that each recruit can undergo both the physical and academic demands of an academy without undue risk of injury and with a level of fatigue tolerance to meet all academy requirements. If the applicant does not meet all the standards, the recruit will not be allowed to enter the academy.

In an effort to brief police administrators and police applicants, this pamphlet will provide information on the rationale, purpose, testing and procedures, standards of performance and fitness activities to prepare for the POWER test. It is intended to answer the basic questions pertaining to all aspects of the fitness testing process. Any questions you may have about these standards should be directed to the Board's Office at (217) 782-4540.

Kevin T. McClain
Executive Director

Table of Contents

Preface	1
What Is Physical Fitness?	3
Why Is Fitness Important as a Job-Related Element for Law Enforcement Officers?	3
How Will Physical Fitness Be Measured?	4
What Are the Standards?	6
Minimal Physical Fitness Performance Requirements (POWER) Chart	6
How Does One Prepare for the Test?	7

What Is Physical Fitness?

Physical fitness is a health status pertaining to the individual officer having the physiological readiness to perform maximum physical effort when required.

Physical fitness consists of three areas:

- Aerobic capacity or cardiovascular endurance pertaining to the heart and vascular system's capacity to transport oxygen. It is also a key area for heart disease in that low aerobic capacity is a risk factor.
- Strength pertains to the ability of muscles to generate force. Upper body strength and abdominal strength are important areas in that the low strength levels have a bearing on upper torso and lower back disorders.
- Flexibility pertains to the range of motion of the joints and muscles. Lack of lower back flexibility is a major risk area for lower back disorders.

Why Is Fitness Important as a Job-Related Element for Law Enforcement Officers?

- It has been well documented that law enforcement personnel (as an occupational class) have serious health risk problems in terms of cardiovascular disease, lower back disorders, and obesity . Law enforcement agencies have the responsibility of minimizing known risk. Physical fitness is a health domain which can *minimize the "known" health risks* for law enforcement officers.

Physical fitness has been demonstrated to be a bona fide occupational qualification (BFOQ). Job analysis that account for physical fitness have demonstrated that fitness areas are underlying factors determining the physiological *readiness* to perform a variety of *critical* physical tasks. These three fitness areas have also been shown to be predicative of job performance ratings, sick time, and number of commendations of police officers. Data also shows that the fitness level is predicative of *rainability* and academy performance.

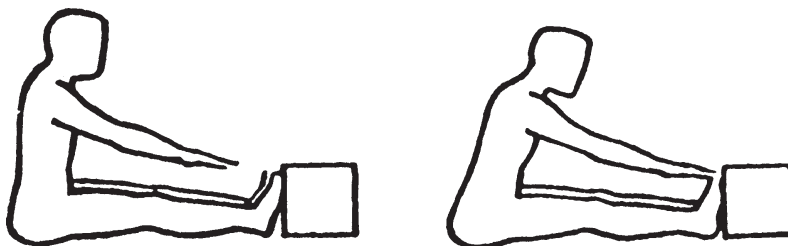
- Physical fitness can be an important area for minimizing *liability*. The unfit officer is less able to respond fully to strenuous physical activity. Consequently, the *risk of not performing physical duties* is increased.

How Will Physical Fitness Be Measured?

The POWER test consists of four basic tests. Each test is a scientifically valid test. It is recommended that five minutes of static stretching, using techniques approved by the Board, be completed prior to each test. A five minute rest is recommended between each test with a fifteen minute rest before the 1.5 mile run. The tests will be given in the following sequence with a rest period between each test.

1. Sit and Reach Test

This is a measure of the flexibility of the lower back and upper leg area. It is an important area for performing police tasks involving range of motion and is also important in minimizing lower back problems. The test involves stretching out to touch the toes or beyond with extended arms from the sitting position. *The score is in the inches reached on a yard stick.*



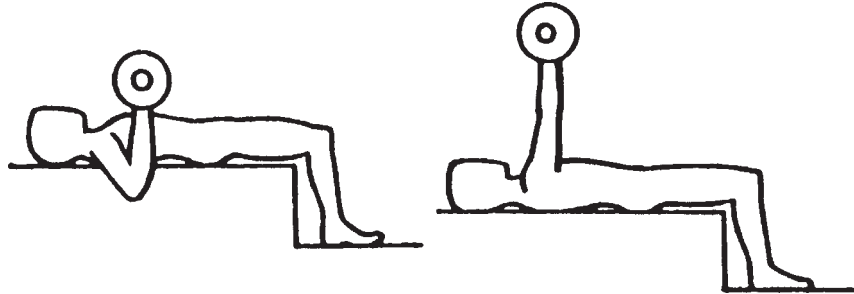
2. 1 Minute Sit-Up Test

This is a measure of the muscular endurance of the abdominal muscles. It is an important area for performing police tasks that may involve the use of force and is also an important area for maintaining good posture and minimizing lower back problems. *The score is in the number of bent leg sit-ups performed in one minute.*



3. 1 Repetition Maximum Bench Press

This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate. It is an important area for performing police tasks requiring upper body strength. *The score is a ratio of weight pushed divided by body weight.*



4. 1.5 Mile Run

This is a timed run to measure the heart and vascular systems' capability to transport oxygen. It is an important area for performing police tasks involving stamina and endurance and to minimize the risk of cardiovascular problems. *The score is in minutes and seconds.*



What Are the Standards?

- The actual performance requirement for each test is based upon norms for a national population sample.
- The applicant must pass every test.
- The required performance to pass each test is based upon age (decade) and sex. While the absolute performance is different for the eight categories, the relative level of effort is identical for each age and sex group. All recruits are being required to meet the same percentile range in terms of their respective age/sex group. The performance requirement is that level of physical performance that approximates the 40th percentile for each age and sex group.

POWER CHART

TEST	MALE				FEMALE			
	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
Sit and Reach	16.0	15.0	13.8	12.8	18.8	17.8	16.8	16.3
1 Minute Sit-Up	37	34	28	23	31	24	19	13
Maximum Bench Press Ratio	.98	.87	.79	.70	.58	.52	.49	.43
1.5 Mile Run	13.46	14.31	15.24	16.21	16.21	16.52	17.53	18.44

How Does One Prepare for the Power Test?

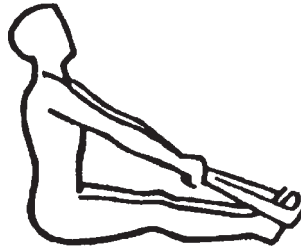
1. Preparing for the Sit and Reach Test

Performing sitting type of stretching exercises daily will increase this area. There are two recommended exercises.

Sit and Reach. Do 5 repetitions of this exercise. Sit on the ground with legs straight. Slowly extend forward at the waist and extend the fingertips toward the toes (keeping legs straight). Hold for 10 seconds.



Towel Stretch. Sit on the ground with the legs straight. Wrap a towel around the feet holding each end with each hand. Lean forward and pull gently on the towel extending the torso toward the toes.



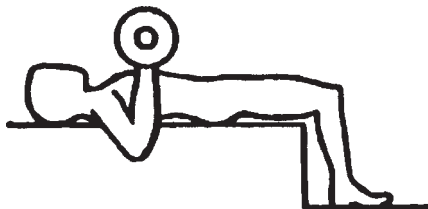
2. Preparing for the Sit-Up Test

The progressive routine is to do as many bent leg sit-ups (hands behind the head) as possible in 1 minute. At least three times a week, do three sets (three groups of the number of repetitions one did in 1 minute).



3. Preparing for the 1 Repetition Maximum Bench Press

If one has access to weights, determine the maximum weight one can bench press one time. Take 50% of that poundage. This will be the training weight. One should be able to do 8-10 repetitions of that weight. Do three sets of 8-10 repetitions adding 2 ½ to 5 pounds every week.



If one does not have weight equipment, then the push-up exercise can be utilized. Determine how many push-ups one can do in 1 minute. At least three times a week, do three sets of the amount one can do in 1 minute.



4. Preparing for the 1.5 Mile Run

Below is a gradual schedule that would enable one to perform a maximum effort for the 1.5 mile run. If one can advance the schedule on a weekly basis, then proceed to the next level. If one can do the distance in less time, then that should be encouraged.



Week	Activity	Distance	Time	Frequency
1	Walk	1 Mile	20'-17'	5/Week
2	Walk	1.5 Miles	29'-25'	5/Week
3	Walk	2 Miles	35'-32'	5/Week
4	Walk	2 Miles	30'-28'	5/Week
5	Walk/Jog	2 Miles	27'	5/Week
6	Walk/Jog	2 Miles	26'	5/Week
7	Walk/Jog	2 Miles	25'	5/Week
8	Walk/Jog	2 Miles	24'	4/Week
9	Jog	2 Miles	23'	4/Week
10	Jog	2 Miles	22'	4/Week
11	Jog	2 Miles	21'	4/Week
12	Jog	2 Miles	20'	4/Week