



Pontiac Police Department

James Woolford
Chief of Police

413 NORTH MILL STREET

PONTIAC, IL 61764

815-844-5148
FAX: 815-844-6457

Dan Davis
Major

March 25, 2021

Prospective members of the Pontiac Police Department;

The Pontiac Police Department is an organizational and operational public safety service of the City of Pontiac. The Pontiac Police Department provides professional law enforcement services for the city's 12,000 residents.

QUALIFICATIONS

US Citizen or permanent resident alien legally entitled to work in the U.S.

Age 21-35 * (age 20 and military and prior police service waivers exist)

No felony convictions or certain misdemeanor convictions

Eyesight must be correctable to 20/20, normal peripheral vision, no impairment of color blindness

Good moral character

Physically medically and psychologically fit to perform the required duties

Possess an Associate's degree, or 60 credit hours toward a Bachelor's Degree or military waiver*

* 65 ILCS 5/10-2.1-6 (h)

The Pontiac Police Department is comprised of the Chief of Police, Major and 17 full time police officers. The department is a combination of Patrol, Investigations, School Resource Officer and a K-9 unit. The department operates and oversees a multi-jurisdictional tactical unit. The full time officers are represented by the Police Benevolent and Protective Association Unit 23. The administration and the union have a great working relationship, working to achieve our mission. The current bargaining agreement is expiring April 1, 2021 and is currently being updated. Starting salary is \$50,250 and expected to change. PPD officers contribute to the Illinois Downstate Pension, have 100% employee Blue Cross insurance, Delta Dental and Eye Med plus paid time off benefits.

On average, the Pontiac Police Department responds to 7,000 calls for service each year. These calls cover a wide spectrum of activity to include property crimes, crimes against persons, community assistance and traffic enforcement.

Pontiac is the county seat of Livingston County and accommodates other criminal justice agencies to include the Livingston County Sheriff, Illinois State Police District 6, Pontiac Correctional Center and the Livingston County Court System.

I wish you well in your application process and thank you for your interest in the Pontiac Police Department.

A handwritten signature in black ink, appearing to read "James B. Woolford".

James B. Woolford
Chief of Police



POLICE TESTING INFORMATION

APPLICATIONS: Deadline for filing a Preliminary Application is 4:00 pm, Friday April 30th. There is no fee. Applications are to be returned to the Pontiac Police Department, 413 N. Mill Street, Pontiac, IL. 61764. *A photocopy of a certified birth certificate, transcripts and/or DD214 must be included to prove eligibility.* It is suggested to have the other forms turned in by this time as well. Actual certified copies of birth, college and military will be required later.

The Pontiac Fire and Police Commission will be conducting this eligibility testing under the following approved alternate rules:

Physical Agility-

- Option 1- Wednesday **May 5th, 6:00pm** Pontiac Recreation Center
- Option 2- Saturday **May 8th, 10:00am** Pontiac Recreation Center
- Option 3- Provide a copy of a valid POWER card from any ILETSB approved POWER test site, submitted with application due **April 30th, 2021**

Written Examination- May 12, 2021 12am – 11:59 pm (You must have access to the internet for this exam)

Conducted remotely. Candidates that successfully complete the physical agility exam will be given an access code to take the written exam with a deadline of COMPLETION by May 12th at 11:59pm CST. Once the exam access code is used, each section is timed. **The hiring process will include a polygraph with questions regarding your integrity on the remote exam and entire testing process.** *Study information available for purchase* <https://www.applytoserve.com/Study/>

Oral Interview- Will be scheduled after the final eligibility list is established.

Initial Eligibility List- Published within one week of final Interview along with Notice to Apply for Preference Points.

Final Eligibility List- Published 10 days from Notice.

The Pontiac Fire and Police Commission requires a background investigation, polygraph examination, psychological examination, and a medical examination of all personnel prior to appointment. These examinations are scheduled in compliance with the Illinois Compiled Statutes and are not part of the evaluation process for the final eligibility list.

Should you have any questions about the testing procedure or forms, please contact the Pontiac Police Department at 815-844-5148 or email: dan.davis@pontiac.org

A handwritten signature in black ink that reads "Jim Drenowitz".

Jim Drenowitz
Chairman



Pontiac Fire & Police Commission

City Hall
115 W. Howard Street
Pontiac, Illinois 61764



Preliminary Application for Employment with the Pontiac Police Department

Full Name _____ Date _____

Street Address _____

City _____ State _____ ZIP _____

Date of Birth _____

Mobile Phone# _____ Home # if any _____

Email: _____

Are you a United States citizen? YES ___ NO ___

If you are not a U.S. citizen are you a legal alien who has filed for permanent
residency? YES _____ NO _____

Do you have a valid driver's license? YES ___ NO ___

Do you have an Associate's Degree, 60 credit hours towards a Bachelor's Degree or 24
months of active duty military service or 180 days of active duty combat military
experience? YES ___ NO ___ **Supply appropriate proof (photocopy acceptable)**

Have you ever been convicted of a felony? YES _____ NO _____

Have you ever served in the U.S. Armed Services? YES ___ NO ___

If yes, BRANCH _____

Do you have a valid P.O.W.E.R. Card issued March 16, 2021 or later? Yes ___ No ___

If no, I will attend the Physical Agility Test _____ Wednesday May 5th 6:00 pm
_____ Saturday May 8th, 10:00 am

This application, a photocopy of your P.O.W.E.R card, birth certificate, college transcripts and or DD214 are due by application deadline date along with the other forms.



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RULES FORM

I, hereby, agree to abide by all rules and regulations of the Fire and Police Commission of the City of Pontiac, Illinois, during the giving of any examination and after the examination; also, during any probationary period I might be appointed to, or as a regular member of the police department.

The rules were available for me to read at the Pontiac Police Department and published on the police home page under the Fire and Police Commission link at www.pontiac.org

Signed _____

Printed Name: _____

Date: _____



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PHYSICAL APTITUDE TEST RELEASE OF ALL LIABILITIES

The undersigned, recognizing that the Physical Aptitude Test is an integral part of the examination for patrolman in the City of Pontiac, Illinois, hereby releases, remises and discharges the City of Pontiac, Illinois, a municipal corporation, their officers, servants, agents and employees of and from any and all claims, demands and liabilities to me and on account of any and all injuries, losses and damages to my person shall have been caused, or may at any time arise as the result of certain police examination conducted by the Board of Fire and Police Commissioners of Pontiac, Illinois. The intention hereof being to completely, absolutely, and finally release said City of Pontiac, Illinois, the Bureau of Testing Services, their officers, servants, agents, and employees of and from any and all liability arising wholly or partially from the cause aforesaid.

Signed _____

Printed Name: _____

Date: _____



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TEST RELEASE

Dear Commissioners,

I, the undersigned, understand that all tests and the results, thereof, become the property of the Pontiac Board of Fire and Police Commissioners and are not subject to review.

Signed _____

Printed Name: _____

Date: _____