

SWORN TESTING PROCESS

As an applicant to the Goffstown Police Department, you will be asked to participate in a series of different phases in the hiring process. The entire process can last up to four (4) months. If you fail any of these phases, there are no retests offered.

All applicants can expect to receive letters apprising them of the status of the testing process.

Phase I: Written Test – This test is purchased from an outside agency.

Candidates not achieving a passing score on the written test will be informed immediately that they are ineligible to proceed further in the process.

Oral Board Interview – The oral board consists of three (3) full time members of the department and one (1) community member. A series of questions will be asked of the candidate. Following the interview, the candidate will be asked to write a narrative report based on a scenario

Physical Agility – This test is based on data and tests developed by the Aerobics Institute, Dallas, Texas. The percentile used for determining if a candidate is eligible to proceed further in the process is 35% which is required for entrance to the NH Police Standards and Training Academy. The test will include push-ups, sit-ups, and a 1.5-mile run.

Candidates not achieving a passing score on any component of the agility test will be informed immediately that they are ineligible to proceed further in the process.

If a candidate fails any portion of Phase I, or is not selected, the candidate will receive a letter informing them that we cannot offer them a position, but may apply at the next process, which is advertised in the local media.

Phase II:

Administrative Review – The successful candidate will be interviewed by administrators of the department.

Conditional Offer of Employment – At this point in the process, candidates who have successfully completed the previous steps will be provided a written Conditional Offer of Employment. Candidates must meet all of the conditions indicated on the form to be eligible for appointment as a probationary member.

Background Investigation –The candidate will be asked to fill out an extensive personal history statement, which will be used by an investigator in the background check. The candidate will be fingerprinted and photographed. The background investigation is used to qualify credentials; educational references; military records; prior employment; social and character references; financial references; motor vehicle history; criminal history; neighborhood check and interview with the candidate's significant other.

Polygraph Examination – Candidates will be given a polygraph examination by a trained polygraph examiner. A copy of the standard questions will be sent to the candidate prior to the examination date.

The areas covered during the polygraph examination include truthfulness, prior criminal activity, and motor vehicle driving history.

Candidates are not denied probationary employment status based solely on the polygraph examination.

Psychological Testing – Candidates will be asked to fill out the written portion of the psychological test. These written tests will then be sent to Dr. William Jamieson for analysis.

If the candidate successfully passes this written phase they will be scheduled for a personal interview with the psychologist.

Physical Examination – The candidate will be scheduled for a physical examination with the Goffstown Police Department's physician of choice at the department's expense. The candidate will be given a copy of the medical form required for entrance into the Academy. The candidate will be asked to submit to a drug test, a vision test, a hearing test and a baseline lead blood test.

Offer of Probationary Status for One Year – An administrative review will be conducted with the Chief of Police and Administrative Officers to determine if all aspects of the hiring process were successfully completed. A recommendation may then be made to the Board of Selectmen for the candidate's appointment as a probationary member.

If a candidate fails any portion of Phase II, or is not selected, the candidate will receive a letter informing them that we cannot offer them a position, but that they may apply for any position after three (3) years.