



POLICE OFFICER CIVIL SERVICE TESTING

PATROL OFFICER

***NO FEE FOR WRITTEN TEST**

Starting Salary: \$55,273. Top Step (5 Steps): \$78,961.

Health Insurance. Dental, Life, & Vision Insurance. Paid Vacation and Holidays. Paid Sick Leave. Paid Military Leave. Paid Longevity after 5 years. Pension and 457 Retirement Plans. Shift Differential pay. Training and Equipment provided for by the Department.

2022 Civil Service Important Dates:

PT Test Prep (Optional):

Date: February 12, 2022

Time: 8:00 AM (Registration ends at 8:30 AM)

Location: Alvernia University PLEX

465 Saint Bernardine Street, Reading, PA 19607

Written Test:

Date: February 26, 2022

Time: 8:00 AM (Registration ends at 8:30 AM)

Location: Alvernia University, Bernadine Hall

400 Saint Bernardine Street, Reading, PA 19607

The City of Reading hires police officers through a competitive Civil Service selection process which is governed by state law and local Civil Service regulations.

The entire examination process is conducted under the control and supervision of the Reading Police Civil Service Board. This board is independent of the police department and consists of three citizens selected by city council. The board's function is to make certain that the testing process is fair and impartial.

Police Civil Service applicants must:

- *Be a citizen of the United States*
- *Have a high school diploma or GED*
- *Be 20 years 6 months of age at time of testing*
- *File an application with the Civil Service Board (\$25 application fee)*
- *Pass written exam*
- *Pass a physical fitness test*
- *Pass an oral interview*
- *Pass a criminal history check*

Applicants who successfully complete the Civil Service testing process are placed on a list of eligible candidates. This list is valid for one year. Whenever the Reading Police Department desires to hire police officers during that one-year period, candidates will be given a conditional offer of employment. This means that they are offered a police officer position conditioned on successfully completing a medical examination, psychological examination and background investigation.

Candidates who are hired to be Reading Police Officers then attend the Reading Police Academy to complete the Basic Police Training Course as prescribed (Act 120) and required by the Municipal Police Officers Education and Training Commission (MPOETC). **Reading Police Officer Trainees receive pay and benefits while attending the police academy.**

*No fee applies to civil service written test only. A \$25 fee applies to file application. Admission is limited to testing site seating capacity. Testing requirements are different from employment requirements. 25- Mile radius residency required prior to completion of probation.

City of Reading, Pennsylvania
Equal Employment Opportunity Employer



TESTING REQUIREMENTS

- 20 years 6 months at time of testing
- **Valid Picture Identification**
- **Face Masks are required during Exam**

CIVIL SERVICE PROCESS

- Written Exam—scored onsite in front of applicant
- File Civil Service Application (\$25 fee applies)
- Physical Fitness Test
- Oral Interview
- Spanish Language Test (optional)
- Criminal Arrest Record Check
- Complete Background Investigation
- Psychological Evaluation
- Physical Examination

SPANISH LANGUAGE TESTING

Successful candidates will be awarded bonus points for Spanish Language competency.

PHYSICAL FITNESS TEST

-Must pass all events in the following order-

1. Vertical Jump
2. 1 RM Bench Press
3. Illinois Agility Run
4. 300 Meter Run
5. Push-ups
6. 1.5 Mile Run

STANDARDS

TESTS

Vertical Jump	18 Inches	3 Attempts
One RM Bench Press	85% Body Weight	3 Attempts
Illinois Agility Run	19.5 Seconds	2 Attempts
300-Meter Run	65 Seconds	
Push -Ups	30 Repetitions (no time limit)	
1.5 Mile Run	14 Minutes and 50 Seconds	