

# POLICE OFFICER CIVIL SERVICE TESTING



## Police Officer WRITTEN EXAM NOTICE WALK-IN TESTING

- NO FEE\* WRITTEN TEST
- NO PRE-APPLICATION

### TESTING REQUIREMENTS

Twenty-one years of age  
**Valid Picture Drivers License Required**

\*No fee applies to Civil Service written test only. A \$25.00 fee applies to file application form. Admission is limited to testing site seating capacity. Testing requirements are different from employment requirements. 25-mile radius residency requirement prior to completion of probation.

### Written Test for 2013/14 Civil Service List

Date: **June 01, 2013**

Time: **09:00 AM**

Location: **Alvernia University, Bernardine Hall  
400 Saint Bernardine Street Reading, PA 19607**

**DIRECTIONS - [www.alvernia.edu](http://www.alvernia.edu)**

**RECONFIRM TESTING DATES & LOCATION AT  
[www.readingpa.gov](http://www.readingpa.gov)**

**New**

### Spanish Language Testing

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

#### Civil Service Process

- Written Exam - scored onsite in front of applicant
- File Civil Service Application (fee applies)
- Physical Fitness Test
- Oral Interview
- Spanish Language Test (optional)
- Criminal Arrest Records Check

#### Conditional Offer of Employment

(based on employment vacancies)

- Complete Background Investigation
- Psychological Evaluation
- Physical Examination

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 citizens of the United States,
- have a high school diploma or GED,
- be 21 years of age at the time of testing.
- file an application with the Civil Service Board (\$25 application fee),
- pass a written examination,
- pass a physical fitness test,
- pass an oral examination, and
- pass a criminal history check.

Applicants who successfully complete the Civil Service testing process are placed on a list of eligible candidates. This list of candidates is valid for one year. Whenever the Reading Police Department desires to hire police officers during that one-year period, candidates will be given conditional offers 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.**

### PHYSICAL FITNESS TEST

- 4 events (in order) must pass all events -

1. 300-Meter Run (*anaerobic power*)
2. Bench Press (*muscular strength*)
3. Sit Ups (*muscular endurance*)
4. 1.5 mile Run (*aerobic capacity*)

#### MALE STANDARD

AGE	20-29	30-39	40-49	50-59	60+
300 Meter Run	62.1	63.0	77.0	87.0	-
Bench Press Ratio	0.93	0.83	0.76	0.68	0.63
1 Minute Sit-ups	35	32	27	21	17
1.5 Mile Run	13:08	13:48	14:33	16:16	18:39

#### FEMALE STANDARD

AGE	20-29	30-39	40-49	50-59	60+
300 Meter Run	75.0	82.0	106.7	-	-
Bench Press Ratio	0.56	0.51	0.47	0.42	0.40
1 Minute Sit-ups	30	22	17	12	4
1.5 Mile Run	15:56	16:46	18:29	20:17	22:37

How to compute one-repetition Bench Press.  
Body Weight x Press Ratio (chart above) = Press Weight



CITY OF READING, PENNSYLVANIA  
Equal Employment Opportunity Employer