

**Oak Creek Police Department**  
**APPLICATION INFORMATION**  
**AND**  
**REQUIREMENTS FOR APPLICANTS**  
Equal Opportunity Employer

**POSITION:** Entry-Level Police Officer, Full-Time

**Applications (electronic submittals only) are open and ongoing for the creation of an eligibility list for the position of full-time entry-level Police Officer. This eligibility list will be used to fill open and future vacancies.** Applications are good for one year from the last day of the month in which the application was received. Depending on the needs of the Department, we reserve the right to bring certified or certifiable applicants into our hiring process.

**EXPERIENCED LAW ENFORCEMENT OFFICERS:** At the discretion of the Chief of Police, certified/certifiable police officers in good standing, may be eligible to start above the established starting rate of pay.

**DEADLINE:** Applications are ongoing. Once the need for hiring arises, a list of eligible candidates will be provided to the Police and Fire Commission for approval. Any application received through 3pm the day prior to such meeting will be included in that said list.

**ATTENTION PAST APPLICANTS:** Officer candidates who have participated in past processes and who met rejection criteria identified in the Oak Creek Police Department policy (excluding rejections caused by written test score, PEP score, and application errors) are not eligible for hiring for 18 months following the date of rejection. It should be noted that there are some rejection criteria that would permanently prohibit employment with our Department. If you are unsure of your eligibility, please contact Lt. Andrew Thorne at (414) 766-7631.

**SUCCESSFUL CANDIDATES MUST:**

1. **Have a minimum of 60 college credits from an accredited college at the time the application is submitted.**
  - **All applicants must provide a transcript of grades from an accredited college\* or university validating a minimum of 60 credit hours of post-high school education or show proof that current Wisconsin State Certification as a Police Officer was obtained prior to February 1, 1993. The transcripts must be received or postmarked within 14 calendar days after the application was submitted.**

**Transcripts should be sent to the attention of the Police and Fire Commission President, 301 W. Ryan Road, Oak Creek, WI 53154.**

**NOTE:** All applicants must submit transcripts. Transcripts from past applications will not be valid for this current hiring cycle. Transcripts **do not** have to be official transcripts but must clearly indicate the name of the applicant and the name of the accredited college or university.

\*Accreditation is recognized through the U. S. Department of Education.

2. Thoroughly complete an Application for Employment (link provided at end of page).
3. Attain a passing score of 70% or better on the Wisconsin Personnel Partners written test.
  - The written test will be administered by the Oak Creek Police & Fire Commission at the police facility at 301 W. Ryan Road, Oak Creek, WI, (dates and times to be determined).

**Applicants will be notified by e-mail of their eligibility to participate in the written exam.** There will be no makeup tests.

- Exception: Wisconsin state certified law enforcement officers in good standing, do not have to take the written exam. However, they are required to take the Personnel Evaluation Profile (P.E.P) questionnaire.
  - The Oak Creek Police Department does honor military preference points. The points will be awarded to the State exam after the candidate has met the PFC approved score. To receive these points, a DD214 **must be received no later than the applicant's scheduled testing date and time.**
4. Complete a Personnel Evaluation Profile covering attitudes, dependability and honesty.
    - A written Personnel Evaluation Profile will be administered prior to the written test on the day of the written test.
    - The Police and Fire Commission has set a minimum score of 37 for the Personal Evaluation Profile.

**NOTE:** *The Oak Creek Police Department has a Uniform Policy with tattoo restrictions.*

**WHEN AN OPENING OCCURS, QUALIFIED CANDIDATES MUST:**

1. Successfully complete a security interview.
2. Successfully complete an interview with the Chief of Police and command staff.
3. Meet or exceed the following additional minimum requirements:
  - a. 18 years of age or older at the time of appointment.
  - b. Qualify to bear firearms (Wisc. Statutes §941.29 prohibits convicted felons from possessing firearms; thus, unpardoned, convicted felons cannot be appointed.)
  - c. Provide, upon request, proof of U.S. citizenship.
  - d. Possess an unrestricted Wisconsin driver's license at the time of hire, except for vision (see Vision Standards).
4. Successfully complete a thorough background investigation:

5. After a conditional offer of employment has been made, but prior to commencement of employment, the candidate must:
  - a. Successfully complete a comprehensive psychological evaluation.
  - b. Successfully complete all components of a Physical Readiness Test, which mirrors the State of Wisconsin Police Academy entrance standards\*:

PHYSICAL READINESS TEST	ENTRANCE STANDARDS
1.5 mile run	20:20 minutes
300m run	82 seconds
Push-ups	18
Sit-ups	24
Vertical Jump	11.5 inches
Agility Run	23.4 seconds

\*Note: Further explanation of these standards can be found on [www.wilenet.org](http://www.wilenet.org).

- c. Pass a thorough medical examination that includes, but is not limited to, a urine or hair drug screen and testing of vision and hearing. The minimum standards for vision/hearing are as follows:

### **Vision**

- 1) Minimum vision without correction: 20/100 each eye, tested by both accommodation and contrast sensitivity.
- 2) Vision must be corrected to 20/20. Weak eye corrected vision can be 20/30, with binocular vision of 20/20.
- 3) Must be able to distinguish colors.
- 4) Peripheral vision – 85% of the normal peripheral range of 160° when viewing with both eyes.
- 5) Ability to pass 40% stereopsis (depth perception) or better.
- 6) Disqualification of applicant for: 1] loss of either eye, 2] chronic inflammation of the lids, 3] permanent abnormalities of the eye.
- 7) Refractive corneal surgery (radial keratotomy) is allowed with a stabilization period of 30 days prior to the Department's medical assessment of unaided visual acuity.

**Hearing** – The Oak Creek Police Department has adopted the “Michigan Law Enforcement Officers Training Council Hearing Standards” (May, 1996). Accordingly, applicants must meet the following hearing standards.

- 1) Unaided criteria
  - a) A four-frequency average pure tone sensitivity threshold for each ear, as derived from the pure tone air conduction audiogram at 500, 1000, 2000, and 3000 hertz shall not exceed a hearing level of 25 decibels with the hearing threshold level at no single frequency poorer than 35 decibels. In addition, the sensitivity threshold at 4000 hertz shall not exceed 45 decibels.

- b) Speech recognition scores measured under audiometric earphones shall be 90 percent or better in each ear at 50 decibels in quiet, using full lists of recorded phonetically balanced words which are age appropriate.
  - c) The speech recognition score for both ears measured at the same time in an audiometric sound field shall be 70 percent or better at a +5 decibel signal-to-noise ratio. For this measurement, speech stimuli and competing speech noise shall be presented through the same loudspeaker, or two loudspeakers stacked vertically, at zero degree azimuth. Speech stimuli shall be presented at 50 decibels, using a full list of recorded phonetically balanced words which are age appropriate.
- 2) Aided criteria – As outlined in the Oak Creek Police Department’s Hearing Standards (available upon request).

**APPLICATION LINK:**

If you are interested in completing an application for employment, please follow the link:

[https://www.peiasap.com/apply/oakcreekpd\\_i\\_ap](https://www.peiasap.com/apply/oakcreekpd_i_ap)

**FAILURE TO MEET ANY OF THE ABOVE CRITERIA WILL RESULT IN  
CANDIDATE’S REMOVAL FROM THE PROCESS.**

**EQUAL OPPORTUNITY EMPLOYER**