

10-STEP VERNON HILLS POLICE DEPARTMENT APPLICATION PROCESS

1 POWER TEST



Interested applicants must secure a POWER Test card no earlier than 6 months from the date of their application.

Lateral applicants skip to Step 2.

2 APPLICATION & ENTRY EXAM



ENTRY LEVEL

Candidates shall take the Entry Exam and submit the Job Application and supporting documents all on the same on-line portal.

LATERAL

Candidates shall complete Job Application with supporting documents and drop them off at the Vernon Hills Police Department or deliver by U.S. Mail.

Documents can be found on vhpd.com

3 POLICE DEPARTMENT STAFF INTERVIEW & ORIENTATION

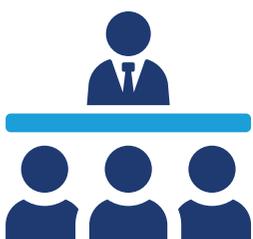


4 BOARD APPLICATION REVIEW



Applications are reviewed by the Board of Fire and Police Commissioners. The Board will determine upon review which applicants are to be scheduled for interviews with the Board. Applicants not receiving further consideration will be so notified by email or U.S. mail.

5 BOARD INTERVIEW



The Board will interview selected candidates and determine which ones will be placed into a Pool of Eligible Candidates. Based on staffing needs of the Police Department, the Board will determine the number and the most qualified candidates from the Pool of Eligible Candidates that will move on to Step 6.

6 BACKGROUND INVESTIGATION & POLYGRAPH EXAM



7 CONDITIONAL OFFER OF EMPLOYMENT



8 PSYCHOLOGICAL & MEDICAL EXAMS



9 FINAL OFFER OF EMPLOYMENT



10 SWEARING IN & ISSUANCE OF OATH OF OFFICE

