



# BOISE POLICE DEPARTMENT

## Our Hiring Process

Thank you for your interest in a career with the Boise Police Department. As the largest Police Department in Idaho, we are looking for officers who are committed to serving and working in partnership with our community using sound judgement and decision-making skills, while demonstrating honest, ethical and high moral character. A career in law enforcement presents many great challenges and provides rewards unmatched in most careers. Our selection process is designed to select those applicants who are most equipped to excel in this profession.

Applicants who display our shared values and are selected as an officer with our department will be placed in our in-house Police Academy. During their probationary year, both entry level and lateral officers will participate in a 20-week Academy, take the challenge exam for the Basic Certificate to become Idaho POST (Peace Officer Standard and Training) Certified at the conclusion, before going through the Field Training Officer program for 14-16 weeks. After completing the FTO program, officers will begin working on their own.

## Email Notifications

Sign up for [email notifications](#) by selecting the Public Safety category and entering your contact information. You will be contacted with information regarding our testing process, including dates, times, and next steps.

## Application

Applicants will complete an online application, which will be reviewed to ensure minimum qualifications and standards are met.

*Failure to disclose information or providing false information will result in disqualification for employment with the Boise Police Department.*

## Written Exam (for entry level)

The examination process is conducted through the Boise Police Department and is **free** to applicants. The Law Enforcement Officer Selection Tool (LST™) was designed to measure numerous areas that are related to successful performance as a law enforcement officer. You will not need any specific law enforcement knowledge or skills to succeed on the LST. The exam will assess the following areas:

- Deductive and inductive reasoning
- Information ordering and spatial orientation
- Written comprehension and expression
- Non-cognitive traits including work styles (personality) and biographical data



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After reviewing applications for minimum standards, applicants will be contacted to register for a written exam. The written exam is waived for lateral officer and basic patrol certified candidates. *Out of state applicants*, candidates that are not within 500 miles of Boise, ID and are not able to travel for the written exam, can work with Police Personnel to schedule a proctored out of state exam. Please contact Police Personnel at 208-570-6101 for more information.

## Personal History Statement

Applicants that receive a 70% or higher may receive an invitation to submit a Personal History Statement, which will be reviewed to ensure minimum qualifications and standards are met. Requested information includes:

- Personal identifying information
- Relatives, references, and acquaintances
- Education
- Residence information
- Prior employment
- Financial information
- Legal and driving history

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## Oral Board Interview

The oral board interview is an opportunity for hiring authority to get to know the applicant, discuss qualifications and determine fit with our agency. During the interview, you will be evaluated on:

- Integrity
- Commitment to serving the community
- Judgment, decision-making, and problem solving skills
- Communication and interpersonal skills
- Understand of and interest in law enforcement as a career

## Polygraph Examination

The polygraph examination is used to confirm the truthfulness of information already supplied to the department by the applicant's personal history statement, as well as further explore areas such as:

- Prior employment performance issues
- Drug usage
- Criminal activity



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- Blackmail issues

## **Background Investigation**

The Boise Police Department places great emphasis upon completing a thorough and complete background investigation on applicants. A background investigator will review an applicant's personal history statement and polygraph examination, as well as contact numerous people who can provide information concerning ability and suitability to serve the citizens of Boise as a police officer. The background investigation will include, but is not limited, to the following areas:

- Current and past employment
- Personal references and acquaintances
- Criminal history inquiry
- Driving history inquiry
- Credit inquiry
- Neighborhood contacts
- Personal History Statement information.

## **Physical Fitness Test**

Applicants must successfully pass the physical fitness test approved by Idaho POST, comprised of the following:

- Vertical jump - minimum of 14 inches to pass.
- Sit-ups in one minute - minimum of 15 repetitions to pass.
- Push-ups - minimum of 21 repetitions to pass.
- 300 meter run - maximum time of 77 seconds to pass.
- 1.5 mile run - maximum time of 17 minutes and 17 seconds to pass.

## **Psychological Evaluation**

The Boise Police Department is contracted with a licensed psychologist who evaluates character and emotional make-up, and ensures an applicant is well suited for the job, from a psychological standpoint. The psychologist will explore numerous areas, including personal history, through written psychological exams and interviewing.

## **Medical Examination**

Idaho POST requires a medical evaluation for a person to be certified as a peace officer in the State of Idaho and POST has mandated certain medical standards. Applicant's will undergo a medical exam to ensure compliance with these State standards and the non-existence of any medical concerns that would preclude an applicant from performing the essential functions of the job of a police officer.



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## **Drug Screen**

Boise City is committed to a drug-free workplace and applicants must pass a drug screen as a condition of employment. Random drug screens also are conducted on employees to further ensure a drug-free workplace. The Boise Police Department additionally requires that applicants may not have used illegal drugs in recent past (see automatic disqualifiers). Applicants may contact Police Personnel if they have questions about potential disqualification for recent drug usage.

## **Final Review and Offer**

Upon completion of the selection process, all information gathered on the applicant is reviewed by Boise Police Department administration for compliance with our standards. Upon approval by the Chief of Police, or their designee, a final offer of employment will be made to the applicant.

*All information learned during the selection process is held in strict confidence.*