



The Village of
Glenview

VILLAGE OF GLENVIEW, ILLINOIS RECRUITMENT PROFILE

Police Officer THE GLENVIEW COMMUNITY



The Village of Glenview was incorporated in 1899 as a farming community with a population of 315. The Village has steadily grown over the years and has a current population of approximately 45,417. Glenview is located in the suburban Chicago area within Cook County.

The 1.5 square mile site of the former Glenview Naval Air Station, which the U.S. Navy ceded to Glenview in 1995, was redeveloped into, “the Glen,” and includes a mix of residential, retail, office, light industrial, and sports, leisure, and entertainment uses.

The Glenview School District, Illinois District 34, serves the Glenview area and educates approximately 4,200 students in three primary schools (grades K-2), three intermediate schools (grades 3-5), and two middle schools (grades 6-8). Four of the District’s eight schools are National Blue Ribbon Award winners, the highest honor a school can earn. Glenbrook South High School, Illinois District 225, serves most of the Village of Glenview and has approximately 2,600 students.

The Village of Glenview maintains a number of parks and natural spaces; these include Air Station Prairie, Gallery Park, and Lake Glenview. In addition, the independent Glenview Park District provides a variety of activities and maintains over 700 acres of parkland and school grounds. Park District facilities include two golf courses, two outdoor swimming pools, an ice center, a community center with a fitness club and pool, and a senior citizen center. The Park District also maintains the Grove National Historic Landmark.

GLENVIEW POLICE DEPARTMENT

More information about the Village of Glenview is available at the Village of Glenview website at www.glenview.il.us



The Village of Glenview

VILLAGE OF GLENVIEW, ILLINOIS POSITION ANNOUNCEMENT Police Officer

The Village of Glenview, Illinois (population 45,417) is seeking candidates for the position of full-time Police Officer.



JOB SUMMARY: Police Officers conduct preventive patrol and general policing functions to protect the health, safety, and welfare of lives and property within the Village. Officers provide initial response to emergency and non-emergency service requests, investigate complaints, document investigation findings, enforce laws and ordinances, complete reports, and provide a wide range of public service activities. Officers may also be assigned special projects on an on-going or short term basis, and are required to draw upon extensive training and procedural guidelines, mandates,

and laws governing their response and conduct when determining the appropriate action to take in a particular situation. Performs other related duties, as assigned. Patrol Officers are assigned to a specific shift and report directly to their assigned Sergeant and Commander.

JOB DUTIES: Performs preventative patrols (i.e. via foot, patrol cars, bicycle, and/or motorcycle) and other crime prevention duties in the Village in order to enforce all laws and regulations, provide security, and detect violators. Performs traffic law enforcement, and establishes effective working relationships with community stakeholders, federal/state/local authorities, other Village Departments, and Village officials. Responds to complaints, accidents, disturbances and/or any requests for police response, assesses situations quickly and objectively, and determines most appropriate response in order to prevent potentially dangerous or violent situations from occurring or continuing. Assists fire department on fire and medical calls. Investigates any reported crimes by gathering, securing and documenting evidence, interviewing witnesses, recording and submitting pertinent information. Conducts surveillance when required. Maintains records of activities and prepares reports to provide information to investigators and/or prosecutors or any stakeholder that may require use of that information; submits timely reports for supervisor's review; and testifies in court proceedings to present evidence and to give personal account of incident/crime. Conducts arrests of persons violating the law including physically detaining persons according to established guidelines and procedures. Responds to emergency situations and begins to administer basic first aid to injured persons as necessary. Performs various other tasks to assist other emergency personnel such as crowd control, directing traffic, and other duties as assigned.

MINIMUM QUALIFICATIONS: Applicants for the position of Police Officer must meet the following minimum qualifications and requirements at the time of application:

- Must be between 21 years of age and under the age of 35 as of the respective testing date AND at such time as the Final Eligibility List is posted (exceptions for active military personnel and previous police experience per 65 ICLS 5/10-2.1-6)
- High school diploma or equivalent high school education
- Good moral character and possess temperate habits
- Be of sound mind and health and physically able to perform the essential functions of Police Officer.
- Must be a resident of, and legally authorized to work in the U.S.
- Certification of having passed the Peace Officer Wellness Evaluation Report (POWER) test through a certified testing agency – POWER test card must be issued within the 6 months prior to the written examination (valid if issued between 03/23/2023 to 9/23/2023). Power test cards may be obtained through the following agencies:
 - NIPSTA – 2300 Patriot Blvd. Glenview IL – www.nipsta.org or 847-998-8090
 - Joliet Junior College – 1215 Houbolt Rd. Joliet, IL – Contact Janet Graham at 815-280-2674 or jgraham@jjc.edu
- Valid Driver's License
- Must be able to communicate fluently in English (including reading, speaking and comprehension).
- Valid Illinois Firearms Owner Identification (FOID) prior to receiving a conditional offer of employment.

PREFERENCE POINTS: Preference points will be awarded for the following:

- **Military:** 5 Points – Minimum of one (1) year of active duty and who were honorably discharged, or who are now or have been members on inactive or reserve duty (65 ILCS 5/10-2.1-8).

SELECTION PROCESS: The examination and selection process shall be so fashioned as to test fairly the capacity and fitness of the person examined to discharge the duties of the position of Police Officer. Applicants may be recommended to be removed from the process following any of the examination components. The Board of Fire and Police Commissioners will select from among the applicants successfully completing all examination components.

- **Examination:** The initial examination process will consist of a traditional police officer examination, which will assess job-related cognitive abilities, personality characteristics and behavioral traits. You do not need to have any law enforcement experience, training, or knowledge to successfully complete the examination. The written exam will be conducted on **Saturday, September 23, 2023**. The written exam takes approximately 3.5 hours to complete.

Top examination qualifiers will be subjected to the following post-examination components:

- **Background Investigation:** Independent investigation of the applicant's moral character, personality, temperament, and other factors which may bear upon the applicant's fitness for the position of Police Officer. Independent investigation of work experience and merit in past performance of similar work. The background investigation will require the applicant to come into the Police Department to be interviewed, fingerprinted, and photographed. Note: Inability to contact current employer will result in an incomplete background investigation.
- **Polygraph Examination:** The polygraph exam is used as an investigative aid in determining the suitability of an applicant. Questions raised during the polygraph will focus on past work history, criminal history, honest, integrity and substance abuse.

- **Pre-Employment Assessment Center:** Tests of practical abilities measuring the applicant's ability to perform the tasks associated with performing the essential job functions of Police Officer.
- **Oral Interview with Board of Fire and Police Commissioners:** Candidates who successfully complete all the foregoing phases will be scheduled for an interview with the Board of Fire and Police Commissioners. Notification of the oral interview will be sent via e-mail to the e-mail indicated on the application.

PRE-EMPLOYMENT PROCESS:

All applicants receiving a conditional offer of employment shall undergo a medical physical, including a drug screen, and a psychological examination to determine if they can perform the essential functions of a Police Officer with or without reasonable accommodation.

For more information on the application and selection process, please see the Board of Police and Fire Commissioners' Rules and Regulations on the Village's website under Boards & Commissions/Board of Police & Fire Commissioners (available at the link below)

https://www.glenview.il.us/government/Pages/Board_of_Fire_Police.aspx

HOW TO APPLY

Visit iosolutions.com to complete the online application for the position of Police Officer by August 24, 2023, at 4:00 p.m. When you have finished the application, you will receive a confirmation number. Save this number for your records. Applicants may mail/ship or hand-deliver their release form, and required documents to: IOS Recruitment, Attn: Glenview PD, 1520 Kensington Rd., Ste. 110, Oak Brook, IL 60523. Applications that fail to comply with all application instructions will not be considered for advancement. Incomplete applications will not be considered. Please contact IOS Recruitment at recruitment@iosolutions.com with questions regarding the application or required documents BEFORE the application deadline.

The Village of Glenview is a committed Equal Employment Opportunity Employer.

POLICE OFFICER COMPENSATION

SALARY: The starting annual base salary for this position is \$84,872 with a competitive benefit package. All positions will be filled at step 1, regardless of years of experience. The position is non-exempt under FLSA.

PENSION: Eligible for participation in the Village of Glenview Police Pension.

ICMA – RC: Eligible for participation in the Village of Glenview 457 and Roth IRA plans.

HEALTH INSURANCE: Eligible for participation in Blue Cross Blue Shield HMO-BA, HMO-IL or PPO health insurance plans. Employees contribute 15% of the premium for the HMO-IL and PPO plans.

HEALTH INSURANCE OPT OUT INCENTIVE: Eligible for cash incentive if eligible employee and/ or dependents decline health coverage.

DENTAL INSURANCE: Eligible for participation in Delta Dental.

FLEXIBLE SPENDING ACCOUNT: Eligible for participation in the Section 125 Flex Spending program that allows the use of pre-tax dollars for qualifying expenses.

LONGEVITY: Police Officers are eligible for longevity pay after 6 years of service with the Glenview Police Department.

ACCRUED LEAVE: Accrued leave is prorated for the calendar year, depending on actual start date.

- 80 hours of vacation pursuant to vacation usage and buy back policy
- 96 hours of holiday eligible to be used as time off or as cash
- 8 hours of sick leave per month is accrued
- 24 hours of personal leave after 5 years of service with the Glenview Police Department
- Eligible for compensatory time

UNIFORMS: Initial uniforms are provided, and then an annual uniform allowance of \$750.00.

SHIFT ASSIGNMENT: Shift selections are determined on an annual basis by seniority.

SHIFT DESCRIPTION: Officers assigned to the Patrol Division work 12 hours per day. All other Officers, including Detectives, work 8 hours per day, 40 hours per week. The Patrol Division consists of two shifts, 6 a.m. – 6 p.m. and 6 p.m. to 6 a.m. Each shift is divided into two squads, which alternate days off. The Patrol Division also has early and late car assignments. All Police Officers will work holidays, nights and weekends as required.

PROBATIONARY PERIOD: Officers are on probation for 1 year subsequent to their completion of the Field Training Officer Program.





The Village of • Glenview

Entry Level Police Addendum

Please read directions carefully: Thank you for your interest in the Glenview Police Department. This addendum is designed to be completed electronically using Adobe Acrobat Reader's form-fill feature. If you do not have this software, it can be downloaded for free at <http://get.adobe.com/reader/>. This addendum **must** be completed in its entirety. If a question does not pertain to you, please enter "N/A." If you need additional space to answer a question, please attach a separate sheet of paper.

MILITARY SERVICE

Have you ever served in any branch of the U.S. Armed Forces?

Yes

No

If "No," continue to the next section

If "Yes," which branch?

List Periods of active service:

Start (MM/DD/YYYY)

End (MM/DD/YYYY)

Start (MM/DD/YYYY)

End (MM/DD/YYYY)

Rank at discharge:

Were you dishonorably discharged?

If "N/A", please explain:

Yes

No

N/A

Are you now or were you ever a member of the U.S. reserve forces?

Yes

No

If "yes":

Status

Branch

Unit

Rank

Active

Inactive

Location of Unit

Dates of Service

Are you now or were you ever a member of the National Guard?

Yes

No

If "yes":

State

Regiment

Unit

Rank

Location of Unit

Dates of Service

ILLEGAL DRUG USE

Please note: Cannabis use is illegal under Federal laws and regulations.

Do you currently use illegal drugs?

Yes

No

Have you ever used illegal drugs?

If "yes", when was the last time used?

Yes

No



The Village of Glenview

Candidate Affidavit

The Village of Glenview considers all applicants for all positions without regard to race, color, religion, sex, sexual orientation, national origin, ancestry, age, marital or veteran status, disability or any other legally protected status.

Persons requiring reasonable accommodations under the Americans with Disabilities Act are asked to contact IO Solutions at recruitment@isolutions.org.

Relatives of Village employees will not be considered for employment in the same department in which their family member is working, but will be given equal consideration as an applicant in any other department of the Village. Relatives of elected or appointed Village officials are ineligible for employment with the Village in accordance with our employment practices. Any offer of employment is contingent upon successful completion of a background check, medical and drug screening.

Please Read and Sign: I certify that the information contained in this application is true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of any facts, as stated or implied, given in my application, interview(s), or other employment forms will be sufficient reason not to hire me and shall be grounds for immediate discharge if I am hired. I further understand that this application is not intended to be a contract of employment. I authorize investigation of all statements in this application as may be necessary in arriving at an employment decision. I hereby release from liability the Village of Glenview and its representatives for seeking, gathering, or using such information and all other persons, corporations or organizations for furnishing such information. I also understand that, if hired, I am required to abide by all rules, ordinances and regulations of the Village of Glenview. The Village policies and procedures relating to conditions of employment are subject to modification by the Village without notice.

Applicant Name (printed): _____

Applicant Signature: _____



The Village of Glenview

Disclosure and Authorization

PLEASE READ CAREFULLY BEFORE SIGNING

I agree to cooperate with the Board of Fire and Police Commissioners' (hereinafter, the "Board") testing program by submitting to the following examinations, as required: written examination, physical ability testing, background investigations, psychological examination, polygraph, fingerprinting and medical physical examination. I further agree to furnish upon request the following documents for the purpose of photocopying: birth certificate, driver's license, voter registration, naturalization papers, military discharge papers, school transcripts and diplomas, professional licenses and training certificates.

I hereby release and discharge the Board and the Village of Glenview, their officers, agents and employees from any and all claims for damages, loss or injury, which I may have, or which may occur in connection with the processing of my application. I further agree to indemnify and hold harmless and defend the Board and the Village, their officers, agents and employees from any and all claims for damages, loss, or injury, including death, which may arise or may be alleged to have arisen out of my participation in the process of applying for employment.

I authorize the Board and the Village to investigate any of the information contained on my application for employment and background check questionnaire, including past employment records, licenses, certificates, references and other facts stated on the application, including criminal background. I further authorize all individuals and organizations named in my application to give the Board and Village all information relative to such verification and background check without regard to limitations or protections under the law (including the Personnel Record Review Act or Freedom of Information Act), which I hereby waive for purposes of investigating and verifying information related to my application for employment. I specifically consent to the disclosure of information which may be covered by a settlement agreement or other "confidentiality" provision entered into with my former employers, and I waive my rights to enforce any such prior confidentiality agreement against my former employer with regard to this disclosure. I waive any right I may have to be notified by any individuals and organizations named in my application for employment prior to the release of any information to the Board and Village, including the release of information concerning any disciplinary action taken against me by former employers. I hereby release and discharge the Village and any person or entity from whom any such information is obtained from any liability whatsoever related to the use or disclosure of such information.

I also understand that if hired, the Village may conduct further medical examinations [pursuant to regulations, policies, contracts and applicable law] to promote wellness of employees and to assess any threat of physical harm to myself or others. I voluntarily consent to provide requested information to the Village's physicians and acknowledge that such information may be disclosed to the Village during legal or administrative proceedings or to evaluate my eligibility for certain benefits provided pursuant to Illinois law other than group health insurance provided to me as a full-time employee.

I understand that the Village requires a substance screening and post-offer pre-employment physical. I agree to submit to testing for the detection of drugs and alcohol and give permission for test results to be released to the Board and Village. I further understand that positive test results, refusal to be tested, or any attempt to affect the test results or sample will result in my withdrawal from consideration for employment or termination of employment.

I agree to abide and conform to the rules of the Board and Village as an applicant and if employed by either of the Village. I understand that non-probationary employment depends upon satisfactory completion of the probationary period of employment.

I hereby certify that the information contained in this application and background check questionnaire is true and correct to the best of my knowledge. I agree that any misrepresentation or false statement on this application shall result in my withdrawal from consideration for employment or immediate termination of employment.

Applicant Name (printed): _____

Applicant Signature: _____

Date: _____

Para Informacion en español, visite www.consumerfinance.gov/learnmore o escribe a la Consumer Financial Protection Bureau, 1700 G. Street, N.W. Washington, DC 20552.

A Summary of Your Rights under the Fair Credit Reporting Act

The Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.consumerfinance.gov/learnmore or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take adverse action against you – must tell you, and give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer-reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - A person has taken adverse action against you because of information in your credit file;
 - You are the victim of identity theft and place a fraud alert in your file;
 - Your file contains inaccurate information as the result of fraud;
 - You are on public assistance;
 - You are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.consumerfinance.gov/learnmore for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from the consumer reporting agencies that create credit scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information free from the mortgage lender.
- **You have a right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer-reporting agency, the agency must investigate unless your dispute is frivolous. See www.consumerfinance.gov/learnmore for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer-reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer report agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer-reporting agency may not give out information about you to your employer, or potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information go to www.consumerfinance.gov/learnmore.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers of credit and insurance must include a toll-free number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688)
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

- **Identity theft victims and active duty military personnel have additional rights.** For more information visit www.consumerfinance.gov/learnmore.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For info about your federal rights contact:

TYPE OF BUSINESS	CONTACT:
<p>1.a. Banks, savings associations and credit unions with total assets of over \$10 billion and their affiliates.</p> <p>b. Such affiliates that are not banks, savings associations or credit unions also should list, in addition to the Bureau:</p>	<p>a. Bureau of Consumer Protection 1700 G Street NW Washington DC 20552</p> <p>b. Federal Trade Commission: Consumer Response Center –FCRA Washington, DC 20580 1-877-382-4357</p>
<p>2. To the extent not included in item 1 above:</p> <p>a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks</p> <p>b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and insured state branches of foreign banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act.</p> <p>c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and Insured state savings associations</p> <p>d. Federal Credit Unions</p>	<p>a. Office of the Comptroller of the Currency Customer Assistance Group 1301 McKinney Street, Suite 3450 Houston, TX 77010-9050</p> <p>b. Federal Reserve Consumer Help Center PO Box 1200 Minneapolis, MN 55480</p> <p>c. FDIC Consumer Response Center 1100 Walnut Street, Box #11 Kansas City, MO 64106</p> <p>d. National Credit Union Administration Office of Consumer Protection (OCP) Division of Consumer Compliance and Outreach (DCCO) 1775 Duke Street, Alexandria VA 22314</p>
<p>3. Air Carriers</p>	<p>Asst. General Counsel for Aviation Enforcement & Proceedings Aviation Consumer Protection Division Department of Transportation 1200 New Jersey Avenue, S.E. Washington DC 20590</p>
<p>4. Creditors Subject to Surface Transportation Board</p>	<p>Office of Proceedings, Surface Transportation Board Department of Transportation 395 E Street, S.W. Washington DC 20423</p>
<p>5. Creditors Subject to Packers and Stockyards Act</p>	<p>Nearest Packers and Stockyards Administration Area Supervisor</p>
<p>6. Small Business Investment Companies</p>	<p>Associate Deputy Administrator for Capital Access United State Small Business Administration 409 Third Street, SW, 8th Floor Washington DC 20416</p>
<p>7. Brokers and Dealers</p>	<p>Securities and Exchange Commission 100 F Street NE Washington DC 20549</p>
<p>8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations</p>	<p>Farm Credit Administration 1501 Farm Credit Drive McLean VA 22102-5090</p>
<p>9. Retailers, Finance Companies, and All Other Creditors Not Listed Above</p>	<p>FTC Regional Office for region in which the creditor operates or Federal Trade Commission: Consumer Response Center – FCRA Washington DC 20580 (877) 382-4357</p>



The Village of Glenview

Village Manager's Office * 2500 E. Lake Ave. Road* Glenview, IL
60026 Ph. 847.904.4370 * Fax 847.904.-4467 * www.glenview.il.us

DISCLOSURE REGARDING BACKGROUND INVESTIGATION

[IMPORTANT -- PLEASE READ CAREFULLY BEFORE SIGNING AUTHORIZATION]

Village of Glenview ("the Village") intends to obtain and use a consumer report or an investigative consumer report from Justifacts Credential Verification, Inc, an external consumer reporting agency, from Experian, or another credit reporting agency, to be used for employment/volunteer purposes. These purposes may include but are not limited to:

- considering your application for volunteerism;
- considering your application for employment;
- making a decision whether to offer you employment with the Village;
- deciding whether to continue your employment (if you are hired by the village)
- doing periodic rescreening of current employees, and/or;
- making any other employment decisions affecting you.

A consumer reporting agency is a person or business that regularly assembles or evaluates consumer credit information or other information on consumers. As an applicant, volunteer or an employee, you are considered a "consumer" under the Fair Credit Reporting Act.

A consumer report may include information about your character, general reputation, personal characteristics, or mode of living, which is used or collected for employment purposes. An investigative consumer report also involves personal interviews with sources such as employers, educators, etc. and may contain information regarding your credit history, criminal history, social security trace, motor vehicle records ("driving records"), verification of your education or employment history, or other background checks.

You have a right to request disclosures of the nature and scope of any investigative consumer report that the Village obtains about you by contacting Justifacts Credential Verification, Inc. You also have other rights under the Fair Credit Reporting Act, a summary of which is available at:

<https://app.justifacts.com/pdfs/SummaryOfRightsUnderTheFCRA.pdf>

Acknowledgement

I hereby acknowledge receipt of this disclosure and that the Village of Glenview may obtain consumer reports and investigative consumer reports about me ~~on their own~~ or from a consumer reporting agency and that they may consider information in consumer reports and investigate consumer reports as part of their decision making process regarding any aspect of my application for employment or volunteerism and/or continued employment with the Village including periodic rescreening of current employees. I also acknowledge that I have received a copy of the Summary of Rights und the Fair Credit Reporting Act.

Signature: _____ Date: _____

Full Legal Name (please print): _____

Authorization to Conduct Employment/Volunteer Background Investigation

I hereby authorize the obtaining of “consumer reports” and/or “investigative consumer reports” by the Village at any time after receipt of this authorization and throughout my employment, if applicable. To this end, I hereby authorize, without reservation, any law enforcement agency, administrator, state or federal agency, institution, school or university (public or private), information service bureau, employer, insurance company or other individual or entity with information that bears on my qualifications for employment, character, general reputation, personal characteristics, and/or mode of living to furnish any and all background information requested by the Village of Glenview, and/or another outside organization acting on behalf of the Village. I agree that a facsimile (“fax”), electronic or photographic copy of this Authorization shall be as valid as the original.

Signature: _____ Date: _____

Full Legal Name (please print): _____



IOS Recruitment and Testing Services Glenview Police Department Consent & Release Agreement

CONSENT AND RELEASE FOR JOB APPLICATION, BACKGROUND CHECK AND PHYSICAL ABILITY ASSESSMENT

Application and Background Check

I acknowledge that as a condition of being considered for employment with Glenview Police Department (“Employer”), or of my continued employment at Employer, it is required that I consent to an investigation of my background. I hereby authorize Employer and its representative, IOS Recruitment (“IOS Recruitment”), to conduct certain background investigations which may include, but are not limited to, my employment history and references, criminal history, driving records, personal references, verifications of academic credentials and licenses, social media and all publicly accessible content on the internet, military history, and credit and consumer reports, as permitted under the federal Fair Credit Reporting Act (“FCRA”) and local or state credit privacy laws if applicable. If requested by Employer or IOS Recruitment, I hereby consent to participate in a personal interview, testing process, polygraph examination, and/or post-offer psychological evaluation.

All information obtained by Employer or IOS Recruitment pursuant to this background check shall be confidential and safeguarded against disclosure to all unauthorized persons. I hereby release and hold harmless any person, firm, or entity that discloses matters in accordance with this consent, from liability that might result from the request for, use of, and/or disclosure of any background information, as described above. I further release and hold harmless Employer and IOS Recruitment, and their respective designees, personnel and affiliated companies, from any liability resulting from or in connection with, the results of this background investigation concerning my fitness for employment or continued employment at Potential Employer.

I hereby consent to this background information investigation by Employer or IOS Recruitment. I understand that I may request a copy of any consumer report from the consumer reporting agency that compiled the report, in accordance with the requirements of the FCRA.

Conduct and Communications

I acknowledge that my conduct throughout the application and testing process and my compliance with the rules of the application process constitute information that can be considered and evaluated by hiring agencies (Employers). I consent that all interactions and communications that occur between myself and IOS Recruitment or Employer pursuant to this application process may be documented and/or communicated to any and all hiring authorities to which I am seeking employment.



IOS Recruitment and Testing Services Glenview Police Department Consent & Release Agreement

Physical Ability Tests

I further acknowledge that as a condition of being considered for employment with Employer, or of my continued employment at Employer, I may be required to participate in a physical ability test, which may test my physical and mental limits and carries with it the potential for death, serious injury and property loss. The risks include, but are not limited to: actions of other people including, but not limited to, participants, volunteers, spectators, testing officials, and/or testing monitors; lack of hydration, weather, and/or other natural conditions. I hereby assume all of the risks of participating in any physical ability test.

I certify that I am physically fit, have sufficiently trained for participation in this physical ability test, and have not been advised otherwise by a qualified medical person.

By signing below, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows: (A) waive, release, and discharge from any and all liability for my death, disability, personal injury, property damage, property theft or actions of any kind which may hereafter accrue to me during the physical ability test and/or while traveling to and from this physical ability test, Employer and IOS Recruitment, and their directors, officers, employees, volunteers, representatives and agents, (B) indemnify and hold harmless all entities or persons mentioned in this paragraph from any and all liabilities, damages (including attorney fees and costs) or claims made by other individuals or entities as a result of my participation in this physical ability test.

I hereby consent to receive medical treatment that may be deemed advisable in the event of injury, accident, and/or illness during any physical ability test.

I understand that during a physical ability test I may be photographed. I agree to allow my photo, video, or film likeness to be used for any legitimate purpose by Employer and/or IOS Recruitment.

This document shall be construed broadly to provide a release and waiver to the maximum extent permissible under the applicable law.

I hereby certify that I have read this document and I understand its content.

Print Name: _____ Social Security Number: _____

Signature: _____ Date: _____

GLENVIEW POLICE DEPARTMENT APPLICATION DOCUMENTS

Due August 24, 2023, at 4:00 p.m.

Confirmed Online Application Write Your Confirmation Number Here: _____

Entry Level Police Addendum (2 pages)

Candidate Affidavit (1 page) – must be signed and dated by applicant.

Disclosure and Authorization (2 pages) – must be signed and dated by applicant.

Disclosure Regarding Background Investigation (2 pages) – must be signed and dated by applicant.

Consent and Release Form (2 pages) – must be signed and dated by application.

Copy of high school diploma or GED

Copy of valid driver's license

Proof of citizenship or legal authorization to work in the United States

Acceptable documents must satisfy the Form I-9 requirements, below are examples of acceptable documentation:

- COPY of U.S. County/State issued birth record
(note: hospital-issued birth certificates are not verifiable, and are not accepted)
- COPY of Valid U.S. Passport
- COPY of Naturalization Papers
- COPY of Permanent Resident Card

Copy of valid POWER Test Card dated 3/23/2023 – 9/23/2023

Copy of Illinois Firearms Owner Identification (FOID) Card - *required by time of hire*

Copy of MILITARY DD-214 – *if applicable*