our mission

Building on a century of service and achievement, we are dedicated to reducing and preventing crime, and serving our community in partnership with the City of New Haven.

Yale University Police

Be part of a century long tradition of service and achievement
Yale University Police

Career Opportunities

Yale University Police Department is accepting applications for the position of Police Officer as part of an ongoing open recruitment campaign.

To apply, visit http://www.yale.edu/jobs

For additional information please call Recruiting at (203) 432-4402.

YALE UNIVERSITY IS AN AFFIRMATIVE ACTION, EQUAL OPPORTUNITY EMPLOYER
A MESSAGE FROM THE CHIEF

Thank you for your interest in the Yale University Police Department. I am pleased to introduce the field of university policing to our potential applicants. This fulfilling career requires a decision to begin a new way of life, dedicated to service.

As a Yale University Police Officer, you will have the opportunity to positively impact the campus community as well as the City of New Haven. We are seeking individuals who are committed to that challenge and will embrace each day as a chance to grow professionally and contribute to this exciting environment.

If you possess integrity and courage, have a diverse outlook and are committed to public service, professionalism and a peaceful community, you may have the qualities we are looking for.

I encourage you to take advantage of this opportunity and to join the long line of women and men who have established the tradition of excellence in policing which marks the oldest university police department in existence.

I challenge you to join us!

Ronnell A. Higgins
Chief of Police

QUALIFICATIONS

Yale University Police Officers are fully certified and hold full sworn police powers within the City of New Haven. Each Candidate must meet the base requirements set by the Police Officer Standards and Training Council (POST). These requirements are:

- Be 21 years old at the time of appointment
- U.S. Citizenship
- Possess a high school diploma or GED
- Pass a written, physical agility and oral examination.
- Be mature and of good character. Candidates will be subjected to a background investigation, including criminal and motor vehicle record checks. Applicants are also subject to polygraph and psychological exams and a pre-employment physical including a drug screen.
- Applicants must be approved for appointment by New Haven Board of Police Commissioners.

BENEFITS

- As of 7/1/2015, the starting salary for a Yale University Police Officer, Grade C is $62,044 and increases in two years to $78,348 at Grade A.
- Paid vacation.
- University holiday and recess schedule.
- Leaves of absence for eligible officers.
- Competitive health and pension benefits.
- College tuition assistance for officers.
- College tuition assistance for dependents.
- Yale Homebuyer Program.
Thank you for your interest in employment opportunities with the Yale University Police Department. Yale University Police Officers are fully certified law enforcement professionals and carry full jurisdiction within the City of New Haven. In fact, Yale University Police Officers are approved for appointment by the New Haven Board of Police Commissioners. Each officer candidate must meet the entry level requirements set forth by the State Police Officers Standards and Training Council. What follows are the entry level requirements for appointment: Reference: 7-294e-16 (Entry Level Requirements) Connecticut General Statutes.

- EDUCATIONAL REQUIREMENTS – Graduation from an accredited high school, or proper document evidencing that the candidate has obtained, from a state approved program, a formal certificate of equivalency to high school graduation.

- MINIMUM AGE REQUIREMENT – 21 years of age. Yale University Police Department requires that the candidate be 21 years of age at the time of appointment.

- CITIZENSHIP – United States citizenship is required.

- MOTOR VEHICLE OPERATORS LICENSE – A candidate must have a valid motor vehicle operator’s license and his/her right to operate cannot be under suspension. At the time of appointment, a candidate must have a valid operator’s license.

- WRITTEN EXAMINATION – A candidate must pass a written examination designed to evaluate predictors of job related skills and behaviors.

- PERSONAL INTERVIEW – Interview by an oral panel which includes one or more law enforcement officers designed to evaluate predictors of job-related skills and behaviors, including personal communications skills. Yale University Police uses a two tier interview process. The first tier is a panel interview; successful candidates are passed on to interview with the Chief of Police.

- FINGERPRINT EXAMINATION – Examination of fingerprints submitted to the Federal Bureau of Investigation to determine the existence of any criminal history record.
In our process, fingerprints are taken as the background investigation begins with fingerprints submitted to the State of Connecticut for check and forwarding to the Federal Bureau of Investigation.

- **CRIMINAL CONVICTIONS** – A candidate may not have a conviction for any FELONY, OR Class A or Class B misdemeanor, or of any crime in any other jurisdiction that would if committed in this state, constitute a Class A or Class B misdemeanor, or have committed any act which would constitute perjury or false statement.

- **TEST FOR CONTROLLED SUBSTANCES** – Before appointment, candidates will be subjected to a test for controlled substances. Within the Yale Police Department’s pre-employment process, this test is conducted as part of the physical examination.

- **MEDICAL CERTIFICATION** – Must be cleared medically to participate in extensive physical agility requirements of basic recruit training.

- **PHYSICAL FITNESS STANDARDS** – See Physical standards section.

- **BACKGROUND INVESTIGATION** – Before appointment, candidates will be subjected to a personal background investigation which will include, but not be limited to the following: (1) Completion of a personal history questionnaire; (2) Check of motor vehicle record for convictions(s) for operating a motor vehicle under the influence of intoxicating beverages or narcotics or controlled substances or evasion of responsibility; (3) A polygraph examination administered by a trained polygraph examiner.

- **PSYCHOLOGICAL EXAMINATION** – Before appointment, candidates will be subjected to a psychological examination conducted by a licensed professional. A written opinion of the candidate’s overall psychological stability to fill a position as police officer will be forwarded to the New Haven Department of Police Services.

- **CERTIFICATION** – As part of the application process, acknowledgement by the candidate that falsification of any part of the information required constitutes grounds for termination whether discovered prior to or subsequent to the appointment of the candidate.

- **PERSONAL APPEARANCE** – Department Policy prohibits body art or tattoos anywhere on the head, face, hands, fingers or neck or visible above the collar in an open collar uniform shirt. Officers who have tattoos or brandings which would be exposed when wearing the standard short sleeved uniform shirt or shorts must either wear a long sleeved shirt, trousers or a fabric sleeve over the tattoo which closely matches the officer’s skin tone and color when in uniform or on duty in plainclothes or when working off-hours engaged in department business (i.e.: court appearances, administrative hearings, business meetings, etc.).
WHAT TO EXPECT – HOW DOES THE PROCESS WORK?

The process of becoming a Police Officer is demanding. It is a process demanding of your time as you will be expected to meet certain deadlines and successfully fulfill each standard required of appointment. The process of becoming a Police Officer is also highly competitive, as budgeted positions are finite and space within State certified basic training academies limited. The following provides you with an insight into what to expect, and brief explanation of how the process works.

- The Yale University Police Department has implemented an ongoing open recruitment campaign. Candidates will be called to participate in the testing process as budgeted positions become available. This number will be more finite as the process continues. Submission of application material does not guarantee selection to participate in the testing process. Candidates who were previously in the selection process may reapply six months from the date of initial application. To apply for the position of Police Officer with the Yale University Police Department visit www.yale.edu/jobs.

- If selected, the first test is the Physical Agility (COOPER STANDARD) component. This test is administered on site by Yale University Police Department staff. Physical fitness is an important requirement of police work and depending on how far you proceed into the process you will be required to successfully complete a physical agility test several more times. The test has four (4) elements and is gender and age specific. Each element is described below:
  - 1 Minute Sit-up Test – This is a measure of the muscular endurance of the abdominal muscles.
  - 300 Meter Run - This is a measure of sprinting ability and anaerobic power.
  - 1 Minute Push-up Test – This is a measure of the muscular strength and endurance in your chest, shoulders and triceps.
  - 1.5 Mile Run – This is a timed run to measure the heart and vascular system’s capability to transport oxygen.

Fitness Performance Standards are as specified by P.O.S.T.C. Initial testing requires that the candidate achieve physical performance at the 40 percent range (see following table). On appointment to the Academy, the candidate will be tested again and will be expected to perform at the 40 percent range. Candidates will need to successfully pass a physical test in order to graduate. For currently Certified Police Officers who will not be required to attend the Academy, you will be expected to perform at the 40 percent range to be considered for further participation in the testing process.
### 40% Range-Male Candidate Fitness Performance Standards

<table>
<thead>
<tr>
<th>AGE</th>
<th>1 MINUTE OF SIT-UPS</th>
<th>300 Meter Sprint</th>
<th>1 MINUTE OF PUSH-UPS</th>
<th>1.5 MILE RUN 40%</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 - 29</td>
<td>38</td>
<td>59 Seconds</td>
<td>29</td>
<td>12:38</td>
</tr>
<tr>
<td>30 - 39</td>
<td>35</td>
<td>59 Seconds</td>
<td>24</td>
<td>12:58</td>
</tr>
<tr>
<td>40 - 49</td>
<td>29</td>
<td>72 Seconds</td>
<td>18</td>
<td>13:50</td>
</tr>
<tr>
<td>50 - 59</td>
<td>24</td>
<td>83 Seconds</td>
<td>13</td>
<td>15:06</td>
</tr>
<tr>
<td>60 – 69</td>
<td>19</td>
<td>N/A</td>
<td>10</td>
<td>16:46</td>
</tr>
</tbody>
</table>

### 40% Range-Female Candidate Fitness Performance Standards

<table>
<thead>
<tr>
<th>AGE</th>
<th>1 MINUTE OF SIT-UPS</th>
<th>300 Meter Sprint</th>
<th>1 MINUTE OF PUSH-UPS</th>
<th>1.5 MILE RUN 40%</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 - 29</td>
<td>32</td>
<td>71 Seconds</td>
<td>15</td>
<td>14:50</td>
</tr>
<tr>
<td>30 - 39</td>
<td>25</td>
<td>79 Seconds</td>
<td>11</td>
<td>15:43</td>
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<tr>
<td>40 – 49</td>
<td>20</td>
<td>94 Seconds</td>
<td>9</td>
<td>16:31</td>
</tr>
<tr>
<td>50 - 59</td>
<td>14</td>
<td>N/A</td>
<td>7</td>
<td>18:18</td>
</tr>
</tbody>
</table>
On the date scheduled for the Physical Agility examination, you will be required to report on time to the testing location. You will need a photo ID (generally a driver’s license or state issued identity card), a medical release form signed by a medical professional, a Certificate of Release along with an authorization for release of information. **The Certification of Release form must be notarized prior to your arrival for testing. We will not notarize any documents.** You must successfully complete each of the four (4) required tests in order to be passed on to the next phase.

- The next phase of the examination process is a written component. It is a two-part test. Again, you will be required to report to the testing site ON TIME and be seated before the test is administered. **Persons reporting late will not be admitted to the testing site, and will be eliminated from the process.** Again, a photo ID will be required. The Department has the option of using a validated written or online examination which measures a candidate’s:
  - Judgment, comprehension and learning ability.
  - Background, experience, interests and preferences.
  - Job related personality factors.

**YOU MUST ACHIEVE A PASSING SCORE OF 70 PERCENT ON THE COGNITIVE PORTION AND 75 PERCENT ON THE NON-COGNITIVE PORTION TO BE PLACED ON THE LIST OF ELIGIBLE CANDIDATES.**

- Once written test results are received a list will be prepared of those achieving a passing score. The department may call persons in to be interviewed from anywhere on the eligibility list. You will be notified by mail and/or e-mail as to your results. A separate letter, e-mail and/or telephone communication will be sent regarding the interview process.

The interview process is divided into two (2) tiers. The first interview is before a panel of Police Officers. This is a structured interview, with the candidate being asked a series of questions. Successful candidates are passed on from this stage to be interviewed by the Chief of Police.

- Following the interview with the Chief of Police, a successful candidate will be passed on to the Background Investigation stage. Here the candidate will be asked to provide additional information and/or documents and will be fingerprinted. A detective will be assigned to investigate the candidate’s background which will include a personal visit(s) and interview(s) at the candidate’s home. A written report will be forwarded to the Chief of Police. Based on the background investigation a CONDITIONAL OFFER OF EMPLOYMENT may be extended.

- A conditional offer of employment is an important step in the process. It means that if the candidate successfully passes the following steps, he/she will be offered appointment onto the department and a seat in the next available academy class. The steps following a conditional offer of employment are as follows:
  - **Polygraph examination** arranged and the results reviewed by the New Haven Department of Police Services.
Psychological given by licensed professional which will include both written tests and personal interview. Again, testing is arranged for and reviewed by the New Haven Department of Police Services.

Supplemental background (as required) based on the results of the above examinations.

Approval of application and all testing materials by the Chief of Police, New Haven Department of Police Services.

Comprehensive pre-employment physical to be arranged through the University Police Department. The pre-employment physical will include a drug screening.

Agility test consistent with P.O.S.T.C. standards within 30 days of appointment to the Academy. Arrangements made through the University Police Department.

Candidates will be assigned a seat in the next available Academy class. A candidate must successfully complete all Academy requirements in order to be certified for appointment as a Police Officer. Beyond Academy training, a police candidate must successfully complete a structured Field Training Program back at the department. All employees must successfully complete a probation period.

IMPORTANT: Throughout the process, but especially in the beginning stages, contact with candidates is through U.S. Mail and/or E-Mail. It is therefore imperative that we not only have your correct mailing and e-mail address, but that these are updated as the process continues. Furthermore, the Department is neither liable nor responsible for errors made by the U.S. Postal Service and/or your Internet Service Provider.

For more information call recruiting at (203)432-4402.

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