The image features a large, semi-transparent badge of the Riverton Police Department in the background. The badge is shield-shaped with a gold border and contains the text 'POLICE' at the top, 'RIVERTON WYOMING' around the bottom, and a central illustration of a town by a river with mountains in the background. Overlaid on the badge is the title text in blue, bold, sans-serif font. A solid blue horizontal bar is positioned below the title text.

**RIVERTON POLICE DEPARTMENT
ENTRY-LEVEL POLICE OFFICER
CANDIDATE PREPARATION GUIDE**

SECTION I: GENERAL DESCRIPTION

The Riverton Police Department uses a battery of testing and interviews to determine the most qualified applicant for the position of patrol officer. The testing process begins with a physical agility test which incorporates many physical functions required of a police officer. Once an individual passes the physical agility test, they advance to the next stage: the interview process. This interview process is broken up into two distinct interviews, an patrol oral board and an administrative oral board.

A. PHYSICAL AGILITY TESTING

The physical agility testing is based off the Cooper Institute Standards for Police Officers. In order to advance to the interview process the candidate must pass the physical agility test based off standards for their age and gender. For the required performance standard please visit <https://www.wleaacademy.com/fitness-standards>.

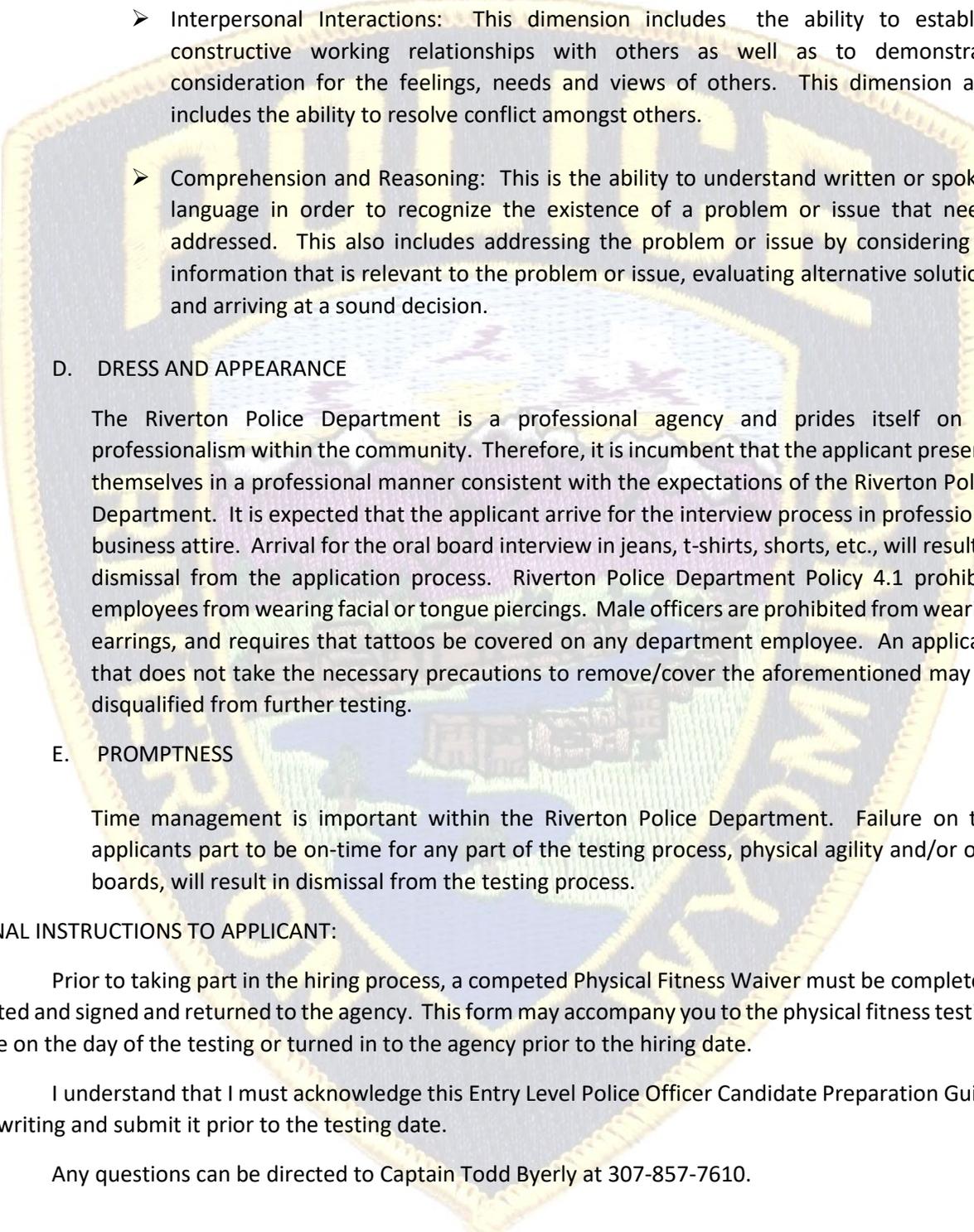
B. INTERVIEW PROCESS

The interview process is broken up into two distinct boards, the patrol oral board and the administrative oral board. The patrol oral board consist of a battery of questions regarding various abilities that are important to the effective performance of police officers in Riverton, Wyoming. These questions are based off of values identified by the agency as important to not only the mission of the Riverton Police Department, but important for individual officers as well. These questions will not require technical knowledge of law enforcement, but will test the applicants ability to think quickly, articulate a response, and possibly defend their answer. As the applicant responds, they may consider and discuss any aspect of their past experience that are relevant to the questions – school, work, home, or personal life. When the patrol oral board is completed, the applicant will be directed to take part in an administrative oral board.

C. ABILITIES

The following abilities are likely to be evaluated during the Oral Board. These abilities have not been listed in any particular order and will be weighted equally when deriving your overall score.

- Oral Expression: This is the ability to use language orally to communicate information or ideas and expressing them in a clear and logical manner using a tone and vocabulary that is appropriate for the audience. The audience might include suspects, victims, witnesses, other police officers, supervisors, shop owners, or any other individuals with whom the police officer might come in contact.

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- Interpersonal Interactions: This dimension includes the ability to establish constructive working relationships with others as well as to demonstrate consideration for the feelings, needs and views of others. This dimension also includes the ability to resolve conflict amongst others.
 - Comprehension and Reasoning: This is the ability to understand written or spoken language in order to recognize the existence of a problem or issue that needs addressed. This also includes addressing the problem or issue by considering all information that is relevant to the problem or issue, evaluating alternative solutions and arriving at a sound decision.

D. DRESS AND APPEARANCE

The Riverton Police Department is a professional agency and prides itself on its professionalism within the community. Therefore, it is incumbent that the applicant presents themselves in a professional manner consistent with the expectations of the Riverton Police Department. It is expected that the applicant arrive for the interview process in professional business attire. Arrival for the oral board interview in jeans, t-shirts, shorts, etc., will result in dismissal from the application process. Riverton Police Department Policy 4.1 prohibits employees from wearing facial or tongue piercings. Male officers are prohibited from wearing earrings, and requires that tattoos be covered on any department employee. An applicant that does not take the necessary precautions to remove/cover the aforementioned may be disqualified from further testing.

E. PROMPTNESS

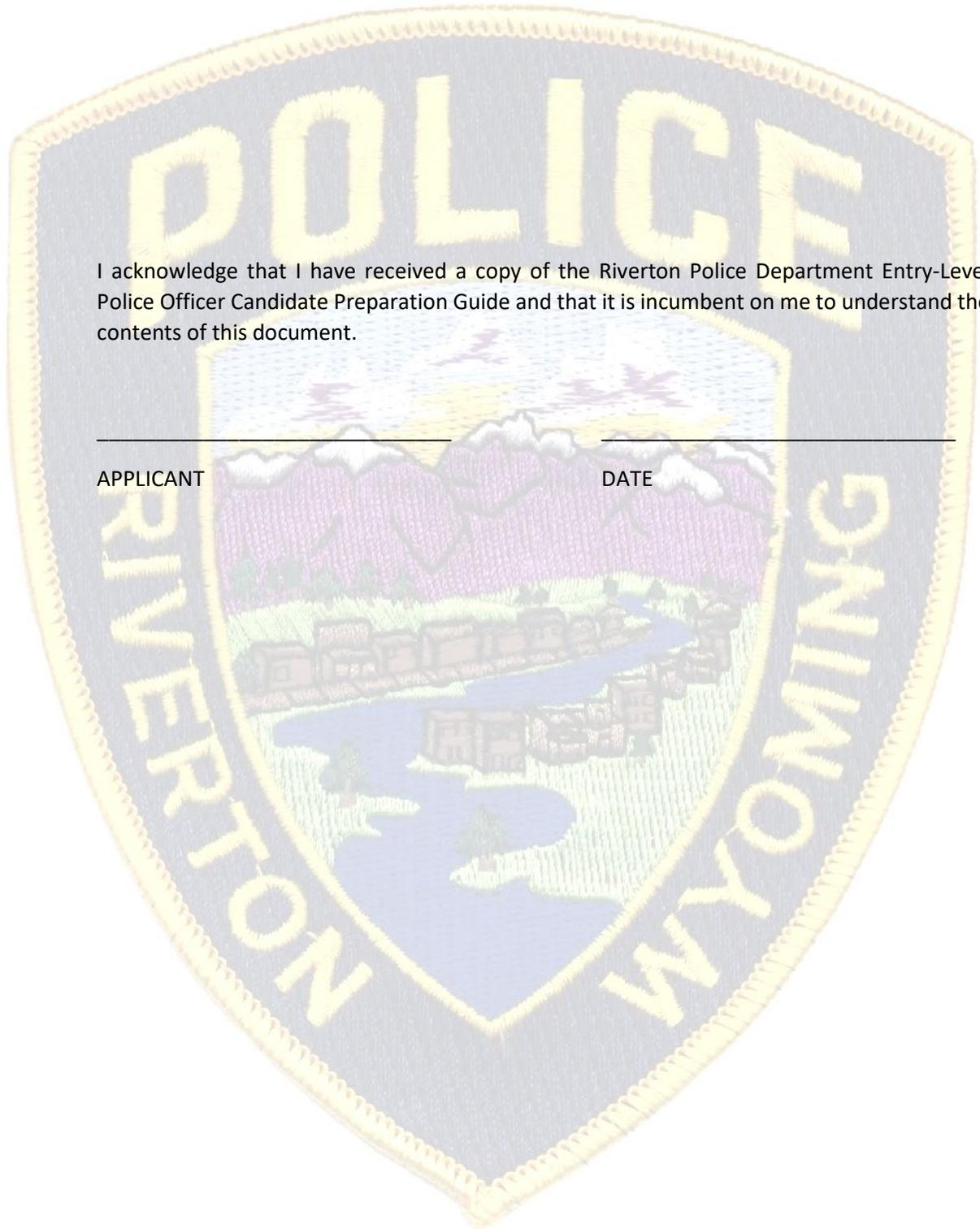
Time management is important within the Riverton Police Department. Failure on the applicants part to be on-time for any part of the testing process, physical agility and/or oral boards, will result in dismissal from the testing process.

FINAL INSTRUCTIONS TO APPLICANT:

Prior to taking part in the hiring process, a completed Physical Fitness Waiver must be completed, dated and signed and returned to the agency. This form may accompany you to the physical fitness testing site on the day of the testing or turned in to the agency prior to the hiring date.

I understand that I must acknowledge this Entry Level Police Officer Candidate Preparation Guide in writing and submit it prior to the testing date.

Any questions can be directed to Captain Todd Byerly at 307-857-7610.



I acknowledge that I have received a copy of the Riverton Police Department Entry-Level Police Officer Candidate Preparation Guide and that it is incumbent on me to understand the contents of this document.

APPLICANT

DATE