



The Application Process

Application for employment with the Olathe Police Department is an [Online Application Process](#).

Minimum Job Requirements

Applicants must:

- Be 21 years of age on the date of employment.
- Be a citizen of the United States.
- Possess a high school diploma or General Educational Development (GED) certification.
- Be able to distinguish sounds within a full range of tones and volumes.
- Have 20/20 corrected vision in both eyes.
- Pass all phases of the police hiring process.
- Possess a valid driver's license.
- Establish a residence within a 45 mile radius of the Olathe Police Department. One year from employment date is allowed to comply with this requirement.
- Possess the ability to fluently read, speak, and write the English language.
- Meet state and federal requirements.

Job Disqualifications

- **False statements** of material fact, deception, fraud, or intentional withholding of the same.
- **Felony Convictions** at any time, subject to review.
- **Felony Commissions** in the past five years, subject to review.
- **Class "A" Misdemeanor Convictions or Commissions** within the past five years, subject to review.
- **Class "B" Misdemeanor Convictions or Commissions** within the past two years, to include a Failure to Appear traffic conviction, subject to review.
- **Driving Record:**
 - DUI conviction or commission in the past five years.
 - Three or more citations within the last 12 months.
 - Three or more chargeable or at-fault accidents within the past five years.
 - Overall driving history which is deemed unacceptable.
- **Probation, Parole, or Diversion**, currently, inclusive or deferred adjudication.
- **Pardoned** for any reason other than being innocent.
- **Illegal Drugs:**
 - Use of any illegal drug, other than marijuana, within the past five years.
 - Sale of a controlled substance at any time.
- **Marijuana Use** in the last three years (subject to review).
- **Military Discharge or Conduct** with less than honorable conditions.
- **Unacceptable Background** including work history, educational history, military service, general reputation, and interpersonal relationships.
- **Tattoos** any visible tattoo must be covered by; clothing, a flesh-colored bandage, or a flesh-colored or black sleeve which does not detract from the appearance of the uniform. Employees are prohibited from having and/or obtaining any tattoo, any place on their body, which is offensive, immoral, or presents an unprofessional appearance as deemed by any Department or City policy, or the Chief of Police. Piercings are limited to two earrings per ear and "no gauged body parts.
- **Gauged Body Parts.**
- **Relatives Employed by the City**, can disqualify an applicant for employment. The definition of a relative for hiring purposes includes a spouse, parent, child, brother, sister, brother-in-law, sister-in-law, grandparent, grandchild, step-grandparent, step-grandchild, son-in-law.

Lateral Transfers

The Olathe Police Department offers a lateral transfer program for current Police Officer Selection Test (POST) certified officers. POST certified officers from another state:

- Applicants living 250 miles from the OPD are considered to be an out of state applicant.
- Certifications will transfer to the Kansas Law Enforcement Training Center, in most cases.
- Attendance at the Kansas Police Academy is not required in those cases.
- Entry starts with the Olathe Police Department (15-week) Field Training Program.
- Pay rate is based on comparable wages with Olathe Police Officers.
- Starting pay rate may be up to \$76,100.

The Hiring Process

The Olathe Police Department (OPD) hiring process averages three to five months from application to hire date.

Selected applicants are contacted for testing:

- Time, date and testing location is provided.
- A Release of Liability Waiver is required.

1. Written Aptitude Test:

OPD administers a National Police Officer Selection Test (POST).

- The test is designed to measure four primary cognitive skills critical to learning and performing the job of a police officer:
 - Mathematics
 - Reading Comprehension
 - Grammar
 - Incident Report Writing
- This test is administered at a location hosted by the OPD.
- Test centers are not utilized.
- Each section is timed.
- A study guide is not provided for this exam.



2. The Physical Agility Test- See Attachment A to view the course map.

To pass the obstacle course, you must complete the course (approximately 200 yards in total distance) in 93 seconds or less.

The course consists of the following:

- The course begins with the applicant seated in a parked vehicle. The time is started when the applicant exits the vehicle.
- The applicant runs through the parking lot and up a concrete ramp to a gravel pathway.
- The applicant will traverse down into a concrete culvert, running in and out of the culvert, continuing on the gravel path.
- The applicant must run under a wooden overhang obstacle.
- The applicant will continue to run until they come to an 18"-20" bush obstacle. The applicant must jump or hop over the bush obstacle. Failure to do so is a disqualifier.
- The applicant will then run to a 4' chain-link fence in which they must jump, climb, or cross over the fence. Failure to get over the fence or going around the fence is a disqualifier.
- The applicant will continue to run until they reach the stair climb. The applicant will climb up one side of the stairs and down the other side. Failure to successfully complete the stair climb is a disqualifier.
- After finishing the stair climb, the applicant will drop to the ground lying with their complete torso on the ground. The applicant will then immediately get back up and run to where a 150 lb. dummy is lying on the ground.
- The applicant will pick up or otherwise move/drag the dummy for approximately 8 feet in one direction, then turn a 90 degree angle and drag the dummy another 8 feet to the finish line.
- Once the entire body of the dummy passes the finish line, the finish time is recorded. Failure to complete the dummy drag is a disqualifier.

Again the course must be completed correctly and in its entirety in 93 seconds or less. The obstacle course is approximately 200 yards in total distance. The obstacle course is located on the campus of the Johnson County Community College Regional Police Academy. The address is 12345 College Blvd, Overland Park, KS 66210.

3. Oral Board Interview

Select applicants who successfully complete the written test are invited to take part in the oral board interview.

Selected applicants are contacted:

- Time, date and testing location is provided.
- A Personal History Statement must be completed by the applicant and turned in at the time of the Oral Board.
- Tips to complete the Personal History Statement:
 - Begin early:
 - Required documents take time to retrieve.
 - Some documents require a notarized signature. Complete this requirement before the interview.
 - Print legibly in black or blue ink.
 - Provide complete and accurate information.
 - Omitted or concealed information can disqualify an applicant.
 - Altering or misrepresenting facts can disqualify an applicant.
 - List all arrests and convictions.
 - Disclose if any release or pardon has been received, or if a record has been expunged.
 - Account for all background time periods.

4. Polygraph Examination

Select applicants who pass the Oral Board Interview will be scheduled for a polygraph examination administered by a professional examiner.

5. Background Investigation

Select applicants who pass the polygraph examination and physical agility test will undergo an extensive background check by an Olathe Police Department investigator.

6. Interview with the Police Chief

Select applicants who pass the background investigation will have a formal interview with the Olathe Police Chief. Successful applicants will receive a conditional job offer.

7. Psychological Examination

Select applicants who have received a conditional job offer will be evaluated by a psychologist.

8. Medical Examination

Select applicants who have been evaluated by a psychologist will undergo a complete medical examination to include a drug screen administered by a licensed physician.

Johnson County Regional Police Academy

Olathe police officers who do not have law enforcement experience attend the [Johnson County Regional Police Academy](#) on the campus of Johnson County Community College in Overland Park, KS.

- Basic law enforcement training is offered from over 30 agencies in the suburban Kansas City area.
- Successful completion of the 17-week academy offers certification as a Kansas Law Enforcement Officer.
- Officers commute to the academy from wherever they live within the Kansas City metropolitan area.
- Starting salary is paid while officers attend the police academy.
- The Olathe Police Department pays for officers to attend the academy.
- The Police Academy is offered three times a year in cooperation with:
 - Kansas Law Enforcement Training Center
 - Johnson County Community College
 - Johnson County Chiefs' and Sheriff's Association

Police Officer Benefits

Olathe Police Officers are regular full-time employees eligible to receive the extensive package of City benefits. View the City of Olathe Benefit Summary for additional information.

- \$1200 annual stipend for those who meet City of Olathe criteria for a Spanish or American Sign Language interpreter.
- Shift differential-Evening shift fifty cents an hour (\$.50). Midnight shift seventy-five cents an hour (.75).

Duty Assignments

All OPD Officers, including lateral officers from other agencies, enter the Patrol Division when they are hired.

- Officers must be a patrol officer for a minimum of two to three years before they apply for specialty assignments such as investigations, etc.
- The Patrol Division currently works a 4/10 schedule. Officers work four, ten-hour days in a row, followed with three days in a row off duty.

OPD Mission Statement

Serving, protecting and working with our community in a professional manner to prevent, reduce and solve crime.

OPD Value Statements

Integrity-We will act honestly, truthfully, and in a trustworthy manner at all times.

Respect-We will treat citizens and each other with respect and will perform our duties in a fair and equitable manner. **Leadership**-We will provide leadership for the community by performing our duties in a progressive and innovative manner which sets the example for others to follow.

Service-We will provide supportive, professional services to the community and to city employees.

Problem Solving-We will use sound, innovative problem-solving techniques. We will educate and involve the community to accomplish common goals.

Accountability-We will accept our law enforcement responsibilities for the community. We will hold ourselves, and each other, accountable for the professional and high quality performance of our duties.

Pride-We are proud of our city. This pride is reflected in the energetic, positive manner in which we perform our duties as well as the contributions we provide to the community.

OPD Vision Statement

The Olathe Police Department is proud to be a part of a growing city and is dedicated to providing our community with diverse law enforcement professionals. We will maintain the highest level of law enforcement professionals who will utilize state-of-the-art equipment to accomplish the community's law enforcement goals. We will provide law enforcement personnel who take pride in performing their duties in a fair and equitable manner setting a high standard of which our citizens can be proud.

**Johnson County Regional
Police Academy
Physical Ability Course**



Low Hang
Obstacle

Bush
Obstacle

Fence
Obstacle

Stair Climb
Obstacle

FINISH HERE ->
16' FOOT
DUMMY DRAG

UP & DOWN

START HERE ->

TOTAL COURSE LENGTH IS 200 YARDS

2018 Exam Plan 9	
Posting Opens	9/7/2018
Posting Closes	10/5/2018
Obstacle/Written	9/27 & 10/13
Oral Boards	10/22 - 10/25
Polygraphs	10/23 - 11/9
Backgrounds	10/29 - 11/30
Chief Interview	12/3/2018
Psych/Med	12/10/2018
Completion	12/28/2018
Start Date	TBD
Target Academy	Jan/April 2019

2018 Exam Plan 10	
Posting Opens	10/5/2018
Posting Closes	11/23/2018
Obstacle/Written	11/16 & 12/8
Oral Boards	12/17 - 12/21
Polygraphs	12/18 - 1/4/19
Backgrounds	1/7 - 2/1/19
Chief Interview	2/4/2019
Psych/Med	2/11/2019
Completion	3/22/2019
Start Date	4/8/2019
Target Academy	4/22/2019

2018 Exam Plan 11	
Posting Opens	11/23/2018
Posting Closes	12/28/2018
Obstacle/Written	1/4/2019
Oral Boards	1/14 - 1/18
Polygraphs	1/15 - 2/1
Backgrounds	11/28 - 2/22
Chief Interview	2/25/2019
Psych/Med	3/4/2019
Completion	3/22/2019
Start Date	4/8/2019
Target Academy	4/22/2019

2019 Exam Plan 1	
Posting Opens	12/28/2018
Posting Closes	1/25/2019
Obstacle/Written	2/9/2019
Oral Boards	2/19/2019
Polygraphs	2/20 - 3/8
Backgrounds	2/25 - 3/22
Chief Interview	3/25/2019
Psych/Med	4/1/2019
Completion	4/12/2019
Start Date	TBD
Target Academy	Apr/Aug 2019

2019 Exam Plan 2	
Posting Opens	1/25/2019
Posting Closes	2/22/2019
Obstacle/Written	3/1/2019
Oral Boards	3/11 - 3/15
Polygraphs	3/12 - 3/29
Backgrounds	4/1 - 4/26
Chief Interview	4/29/2019
Psych/Med	5/6/2019
Completion	5/24/2019
Start Date	TBD
Target Academy	Aug. 2019

2019 Exam Plan 3	
Posting Opens	2/22/2019
Posting Closes	3/29/2019
Obstacle/Written	4/6/2019
Oral Boards	4/15 - 4/19
Polygraphs	4/16 - 5/3
Backgrounds	4/22 - 5/17
Chief Interview	5/20/2019
Psych/Med	5/28/2019
Completion	6/14/2019
Start Date	TBD
Target Academy	Aug. 2019

2019 Exam Plan 4	
Posting Opens	3/29/2019
Posting Closes	4/26/2019
Obstacle/Written	5/3/2019
Oral Boards	5/13 - 5/17
Polygraphs	5/14 - 5/31
Backgrounds	5/20 - 6/14
Chief Interview	6/17/2019
Psych/Med	6/24/2019
Completion	7/12/2019
Start Date	8/12/2019
Target Academy	Aug. 2019

2019 Exam Plan 5	
Posting Opens	4/26/2019
Posting Closes	5/31/2019
Obstacle/Written	6/8/2019
Oral Boards	6/17 - 6/21
Polygraphs	6/18 - 7/5
Backgrounds	6/24 - 7/19
Chief Interview	7/22/2019
Psych/Med	7/29/2019
Completion	8/9/2019
Start Date	TBD
Target Academy	Aug 19/Jan 20

2019 Exam Plan 6	
Posting Opens	5/31/2019
Posting Closes	7/5/2019
Obstacle/Written	7/12/2019
Oral Boards	7/22 - 7/26
Polygraphs	7/23 - 8/9
Backgrounds	7/29 - 8/23
Chief Interview	8/26/2019
Psych/Med	9/12/2019
Completion	9/27/2019
Start Date	Dec. 2019
Target Academy	Jan 2020

2019 Exam Plan 7	
Posting Opens	7/5/2019
Posting Closes	8/2/2019
Obstacle/Written	8/9/2019
Oral Boards	8/19 - 8/23
Polygraphs	8/20 - 9/6
Backgrounds	8/26 - 9/27
Chief Interview	9/30/2019
Psych/Med	10/7/2019
Completion	10/18/2019
Start Date	Dec. 2019
Target Academy	Jan 2020

2019 Exam Plan 8	
Posting Opens	8/2/2019
Posting Closes	9/6/2019
Obstacle/Written	8/14/2019
Oral Boards	9/23 - 9/27
Polygraphs	9/24 - 10/11
Backgrounds	9/30 - 10/25
Chief Interview	10/28/2019
Psych/Med	11/4/2019
Completion	11/22/2019
Start Date	Dec. 2019
Target Academy	Jan 2020

2019 Exam Plan 9	
Posting Opens	9/6/2019
Posting Closes	10/4/2019
Obstacle/Written	10/11/2019
Oral Boards	10/21 - 10/25
Polygraphs	10/22 - 11/18
Backgrounds	10/28 - 11/22
Chief Interview	12/2/2019
Psych/Med	12/9/2019
Completion	12/20/2019
Start Date	Dec. 2019
Target Academy	Jan/Apr 2020