



BERNARDSVILLE POLICE DEPARTMENT
166 Mine Brook Road, Bernardsville, N.J. 07924
Phone (908) 766 – 0037, Fax (908) 766 – 0917
admin@bernardsvillepd.org

Kevin J. Valentine, Chief of Police

June 9, 2021

Dear Applicant:

The Bernardsville Police Department is accepting applications for the position of **Special Police Officer II**. A current NJ BCPO (eligible for waiver to SLEO II) or SLEO II PTC Certificate is required. This is a part time hourly position. Starting wages will be determined at the time of appointment in accordance with the provisions of the Borough's salary ordinance. To be considered for appointment to this position, the applicant must meet the following additional eligibility requirements.

Except as otherwise provided by law, no person shall be appointed as a member of the Police Department unless he or she:

- Is at least 18 years of age.
- Is a citizen of the United States.
- Is a resident of the State of New Jersey at the time of appointment and possesses a valid New Jersey driver's license.
- Is of good health and able to pass a medical examination that satisfies guidelines provided by the N.J. Police Training Commission.
- Is of sound mind and is able to successfully pass psychological testing establishing fitness for duty as a police officer
- Is able to read, write and speak the English language well and intelligently
- Is of good moral character, and has not been convicted of any criminal offense involving moral turpitude. (The applicant will be required to submit to a criminal background check to determine eligibility for employment).
- Is able to successfully pass a comprehensive background investigation.
- Must have completed the appropriate N.J. State certified SLEO II or BCPO police training program.

Applicants must complete and return an employment application along with a resume and cover letter, a signed copy of the Essential Functions Form and the Applicant Drug Testing Notice. These items should be returned on or before the posted current application deadline (**JULY 12, 2021**) or until the position is filled. Application documents can be printed from the website at www.bernardsvillepd.org. Follow the Applications/Employment Opportunities Link on the website to get the application and required documents. The Borough of Bernardsville is an equal opportunity employer and all qualified applicants shall be given full consideration.

All initial applications will be processed according to the Bernardsville Police Department Selection and Hiring Procedures found in the current Rules and Regulations of the Bernardsville Police Department. Applicants will be notified in writing if their initial application is selected to move to the next step of the hiring process. Please do not call Police Headquarters for results regarding your application. You will be notified in writing if your application is selected to advance to the next step.

Sincerely,

Kevin J. Valentine
Chief of Police