



**BECOME
AN OFFICER
OF CHANGE.
SERVE WITH PRIDE.**

HIRING PACKET

BALTIMORE POLICE DEPARTMENT

The BPD is the 8th largest municipal police department in the United States, staffed by nearly 3,100 civilian and sworn personnel. The Department's jurisdiction covers Maryland's largest city, with a population of over 600,000.

HEADQUARTERS

601 East Fayette Street
Baltimore, MD 21202

RECRUITMENT SECTION

410.396.2340
recruit@baltimorepolice.org



HIRING PROCESS

We've revamped our hiring process, allowing us to reach more diverse applicants while removing the barriers that may keep qualified candidates from applying.

The length of the hiring process depends on when you receive results from the National Testing Network-administered police exam, complete a fitness test, submit the materials you need for a complete background check, and pass a physical and psychological examination. Get started today.

- 1. Complete an online application.**

You can visit bpdrecruit.org to start the process.

- 2. Take the National Testing Network Police Exam (FREE for all applicants).**

Sign up online to take the police exam at nationaltestingnetwork.com.

They will offer a list of in-person testing sites near you, with the option to test on Tuesdays or Thursdays at police headquarters.

- 3. Take the Fitness Test.**

Being an officer can be physically demanding at times, and this test will help you decide if you're ready.

- 4. Attend a preliminary interview and complete and pass a comprehensive background investigation.**

Your preliminary interview with a background investigator is one of the first steps in the background investigation part of the hiring process.

The background investigator will continue to work with you during the investigation. You will also undergo a polygraph test.

- 5. Complete and pass the required Physical Examination and Psychological Evaluation.**

The final stage of the hiring process includes a physical and psychological exam. We want to make sure you're ready for the physical, emotional and ethical challenges of this career—and prepared to serve and protect the people of Baltimore.



ONLINE APPLICATION

The application process for a sworn officer position with the Baltimore Police Department begins with an online job application at bpdrecruit.org.

If you pass the pre-screening requirements, we will send you a notice to sign up for the police exam administered by the National Testing Network. **The exam is free for all applicants. If you have any questions regarding the link or need assistance filling out the online job application, contact our recruitment team at 410.396.2340 or recruit@baltimorepolice.org.**

“

You have to serve the public. That's what you're here for. I treat people the way I'd want my family treated.”

OFFICER ARTURO GARVIN



NATIONAL TESTING NETWORK POLICE EXAM

The National Testing Network exam is a scenario-based policing exam with three components:

- + A video-based human relations and judgment exam
- + A report writing and multiple-choice writing test
- + A multiple-choice reading test

The Baltimore City Police Department does not require the PSSA as part of your application.



SIGNING UP FOR THE TEST

Once you are approved to take the police exam, we will email you instructions on how to select a testing location and time at nationaltestingnetwork.com. **The test is offered in 30 states through the National Testing Network and on Tuesdays and Thursdays at police headquarters. It is free for all applicants.**

PREPARING FOR THE TEST

You are not required to prepare for the test in advance. However, there are practice tests available at nationaltestingnetwork.com. The test takes approximately three hours for candidates.

TEST SCORING

Although applicants receive a percentage score, both the reading ability test and the writing ability test are scored on a pass/fail basis. Successful applicants must pass both the reading ability and writing ability tests and acquire a passing score on the video-based multiple-choice test to move forward in the selection process.



FITNESS TEST

Once you have successfully passed the National Testing Network police exam, the next step is taking the police fitness test.

HOW TO PREPARE FOR THE FITNESS TEST

Consult with your physician to get clearance for the fitness test. To be successful, we strongly encourage you to complete a self-assessment and **begin your physical conditioning well in advance.** We also recommend that you eat a nutritious and balanced diet and stay hydrated. Applicants who prepare in advance usually have very little difficulty in passing the test. Applicants who experience difficulty passing the test can take the test again the next week it's offered.

The fitness test includes the following:

- + a barrier climb**
- + a 300-foot run**
- + a 2-flight stair climb**
- + a 15-foot pull/drag of a 150lb individual**
- + a Glock familiarization drill** (demonstrate control and dry fire of a Glock .40 caliber pistol)



FITNESS TEST LOGISTICS

Once you have successfully passed the National Testing Network police exam, you will be emailed confirmation and a link to sign up for the fitness test. If you encounter any issues registering for the test, please email the recruitment team at recruit@baltimorepolice.org or call **410.396.2340**. On the day of your scheduled fitness test, report to: Middle Branch Fitness and Wellness Center, 201 Reedbird Ave, Baltimore MD, 21225. Free parking is provided at the training facility.

- + **Arrive 15 minutes prior to the start of the testing session**
- + **Bring a photo ID**
- + **Dress in athletic apparel**

“

I became a police officer because I saw things in my community I wanted to change.”

SGT. MARIA VELEZ



BACKGROUND INVESTIGATION

It is imperative during the background investigation that you are truthful when disclosing information about your past experiences.

The background investigation will begin with a preliminary interview with an assigned background investigator. You will be asked to provide the required documents, and to complete a questionnaire. After submitting the necessary documentation, you will have a polygraph evaluation.

You can start collecting and preparing your required documents in advance of your application. Applicants are required to provide originals or official copies of the documents listed on page 10. While an interview may be scheduled before some of these documents are received, your application will cease to be processed until all required documents are received.



REQUIRED DOCUMENTS CHECKLIST

- 1 Portrait Photo (color)**
- Birth Certificate**
- High School Diploma** (or letter on school letterhead verifying graduation) **or GED certificate with scores** (must meet Maryland standards)
- Official High School Transcripts showing date of graduation** (High School Transcripts should be mailed to you, but must be in a sealed envelope by the issuing school)
- College or University Diplomas and Official Transcripts if applicable** (Transcripts are required regardless of graduating)
- Selective Service Registration Form** (SSS Form 3A or copy from [sss.gov](https://www.sss.gov))
- DD-214 Military Discharge Record** (with type of discharge recorded)
- United States Naturalization Certificate** (if applicable)
- Valid Motor Vehicle Operator's License**
- Current Certified Driving Record**
- Social Security Card**
- One Full Credit Report** (not a summary or score [annualcreditreport.com](https://www.annualcreditreport.com))

COURT DOCUMENTS AS LISTED: (IF APPLICABLE)

- Divorce Decree**
- Bankruptcy**
- Ex Parte Order**
- Legal Separation**
- Financial Judgment**
- Peace/Restraining Order**
- Name Change**
- Tax Lien/Release**
- Adoption**
- Protective Order**
- Civil Suits**
- Criminal Charges: Arrest or Citation**



PSYCHOLOGICAL EVALUATION

The psychological evaluation is administered by a qualified third-party vendor on behalf of the Baltimore Police Department. There is no preparation required for this evaluation. Psychological evaluations range in length, but at a minimum will last 1 hour.

PHYSICAL EVALUATION

Your physical evaluation will take place at Mercy Clinic on behalf of the Baltimore Police Department. During the evaluation, you will meet with a doctor for a number of tests to assess your physical aptitude. There will also be drug and alcohol testing. The evaluation is expected to take 1-2 hours.

QUESTIONS

Contact our recruitment team at **410.396.2340** or recruit@baltimorepolice.org with any questions you have regarding the hiring process.

