

**THE MICHIGAN CIVIL SERVICE COMMISSION IS ACCEPTING APPLICATIONS FOR
ENTRY-LEVEL LAW ENFORCEMENT EXAMINATION**

NO. 2002

— A Written Test is Required —

All persons offered employment in the classified service are required to submit to and pass a preemployment drug test as a condition of employment.

Applicants who pass the exam may be considered for **Conservation Officer 10, Motor Carrier Officer 9, State Police Trooper 10, and State Properties Security Officer 7**. All applicants for these classifications will be considered for full-time/statewide appointment.

Pay rate information can be found at <http://web1mdcs.state.mi.us/humanresources/jobtitlespecs.asp>.

MINIMUM REQUIREMENTS

CONSERVATION OFFICER 10 Citizen of the United States. Not less than 21 years of age. Graduation from high school, or acceptable GED test results. Valid driver's license, without restrictions (except corrective lenses). Vision: corrected to 20/20 with lenses; adequate color and depth perception. Normal hearing in both ears.

MOTOR CARRIER OFFICER 9 Citizen of the United States. Must be at least 21 years of age to take the written test. Graduation from high school, or acceptable GED test results. Valid driver's license, without restrictions (except corrective lenses). Vision: At least 20/200 in each eye without lenses, corrected to 20/20 with lenses; adequate color and depth perception; a visual field of no less than 70 degrees in the horizontal meridian in each eye; normal vertical and lateral muscle balance; applicants having undergone one or more surgical procedures to improve visual acuity will be examined by a departmental vision care specialist (exam will not take place until at least one year from the date of the last procedure). Normal hearing in both ears.

STATE POLICE TROOPER 10 Citizen of the United States. Must be at least 21 years of age to take the written test. Graduation from high school, or acceptable GED test results. Valid driver's license, without restrictions (except corrective lenses). Vision: At least 20/200 in each eye without lenses, corrected to 20/20 with lenses; adequate color and depth perception; a visual field of no less than 70 degrees in the horizontal meridian in each eye; normal vertical and lateral muscle balance; applicants having undergone one or more surgical procedures to improve visual acuity will be examined by a departmental vision care specialist (exam will not take place until at least one year from the date of the last procedure). Normal hearing in both ears.

**STATE
PROPERTIES
SECURITY
OFFICER 7**

Citizen of the United States. Must be at least 21 years of age to take the written test. Graduation from high school, or acceptable GED test results. Valid driver's license, without restrictions (except corrective lenses). Vision: At least 20/200 in each eye without lenses, corrected to 20/20 with lenses; adequate color and depth perception; a visual field of no less than 70 degrees in the horizontal meridian in each eye; normal vertical and lateral muscle balance; applicants having undergone one or more surgical procedures to improve visual acuity will be examined by a departmental vision care specialist (exam will not take place until at least one year from the date of the last procedure). Normal hearing in both ears.

EXAMINATION

This examination consists of three, video-based examination sections. The examination evaluates the skills, knowledge, and abilities related to critical elements of law enforcement positions.

- Section 1: Human Interaction
- Section 2: Reading Ability
- Section 3: Incident Observation Report Writing

Because this is a video-based examination, no late admissions will be allowed.

A background investigation is conducted to assist in measuring suitability for law enforcement work. Evidence of unsuitability will serve as a basis for disqualification from the examination process.

EXAMINATION SCHEDULING

Two to three weeks before the examination date, applicants will receive a letter of "Examination Admission Notice" with the date, time, and location for examination. Applicants must be at the examination center at least 15 minutes before the examination time. Applicants unable to take the test on the scheduled date and time may write to the address listed in the "Examination Admission Notice" to reschedule the examination for a later date. Examinees may retake the written test once every six months. The examination is currently offered on a weekday. Current state employees should contact their department personnel office for their department's policy on administrative leave to take Civil Service examinations.

HOW TO APPLY

You may apply by completing the **Entry-level Law Enforcement (CS-102_2002)** application attached to this announcement. You may also apply by completing the **Entry-level Law Enforcement** application on our web site at www.michigan.gov/mdcs. Applications may be mailed, faxed, or e-mailed to one of the following offices:

Civil Service Commission
Applicant Assessment
400 South Pine Street
PO Box 30002
Lansing, Michigan 48909
FAX (517) 335-0031
e-mail: MDCS-BHRS@michigan.gov

Civil Service Commission
Detroit Regional Office
Cadillac Place, Suite 4-400, 4th Floor
3042 West Grand Boulevard
Detroit, Michigan 48202
FAX (313) 456-4411

Please direct questions to any of the following Civil Service telephone numbers:

Lansing
(517) 373-3030
TTY (517) 335-0191

Detroit
(313) 456-4400
TTY (313) 456-4409

Outside of Lansing or Detroit
Toll-free 1-800-788-1766

The State of Michigan is an Equal Opportunity Employer

ENTRY-LEVEL LAW ENFORCEMENT EXAMINATION APPLICATION

All persons offered employment in the classified service are required to submit to and pass a preemployment drug test as a condition of employment. An applicant who refuses to submit to or fails a preemployment drug test, interferes with a test procedure, or tampers with a test sample will be removed from all applicant pools and will be disqualified from state employment for a period of three years. The state of Michigan is an equal opportunity employer, and government policy requires that consideration be given to all applicants without regard to race, color, religion, national origin, ancestry, disability, partisan consideration, age, or sex.

BIOGRAPHICAL DATA																							
APPLICANT OR EMPLOYEE ID NUMBER (Leave blank if you do not know your ID number)	AREA CODE/PHONE NO. (Between 8 a.m. and 5 p.m.)																						
APPLICANT'S NAME (LAST, FIRST, M.I.)																							
STREET ADDRESS																							
CITY	STATE	ZIP CODE																					
E-MAIL ADDRESS (if available)																							
CERTIFICATION: Complete the application and read carefully before submitting. <i>By submitting this form and any attachments, the applicant named above certifies to the Civil Service Commission that he/she is a United States citizen and all information provided is true and accurate. Sanctions will be imposed if it is found that an applicant has made false statements or misrepresented credential information.</i>																							
TEST LOCATIONS — Select one site where you would like to take the written examination, if necessary:																							
<input type="checkbox"/> 10. Detroit <input type="checkbox"/> 30. Lansing <input type="checkbox"/> 70. Ironwood <input type="checkbox"/> 80. Marquette <input type="checkbox"/> 90. Sault St. Marie																							
DATE OF BIRTH (Mandatory) _____	I AM A UNITED STATES CITIZEN <input type="checkbox"/> YES <input type="checkbox"/> NO																						
RACE/ETHNIC/GENDER INFORMATION Optional—for reporting purposes only	ACCOMMODATIONS																						
<table><thead><tr><th></th><th>M</th><th>F</th></tr></thead><tbody><tr><td>WHITE</td><td>1 <input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>BLACK (AFRICAN AMERICAN)</td><td>2 <input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>AMERICAN INDIAN/ALASKAN NATIVE</td><td>3 <input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>HISPANIC</td><td>4 <input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>ASIAN/PACIFIC ISLANDER</td><td>5 <input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>MULTIRACIAL</td><td>6 <input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		M	F	WHITE	1 <input type="checkbox"/>	<input type="checkbox"/>	BLACK (AFRICAN AMERICAN)	2 <input type="checkbox"/>	<input type="checkbox"/>	AMERICAN INDIAN/ALASKAN NATIVE	3 <input type="checkbox"/>	<input type="checkbox"/>	HISPANIC	4 <input type="checkbox"/>	<input type="checkbox"/>	ASIAN/PACIFIC ISLANDER	5 <input type="checkbox"/>	<input type="checkbox"/>	MULTIRACIAL	6 <input type="checkbox"/>	<input type="checkbox"/>	INFORMATION PROVIDED ON AN INDIVIDUAL'S DISABILITY IS CONFIDENTIAL, NOT SUBJECT TO THE FREEDOM OF INFORMATION ACT, AND CANNOT BE SHARED WITHOUT THE PERMISSION OF THE APPLICANT. Individuals who meet the federal eligibility requirements may be designated as a handicapper or as an individual with a disability and provided accommodations in completing the application, taking the examination, or participating in the referral process; and in certain instances, in a trial appointment program. <input type="checkbox"/> Check this box if you believe you are eligible and want to participate voluntarily.	
	M	F																					
WHITE	1 <input type="checkbox"/>	<input type="checkbox"/>																					
BLACK (AFRICAN AMERICAN)	2 <input type="checkbox"/>	<input type="checkbox"/>																					
AMERICAN INDIAN/ALASKAN NATIVE	3 <input type="checkbox"/>	<input type="checkbox"/>																					
HISPANIC	4 <input type="checkbox"/>	<input type="checkbox"/>																					
ASIAN/PACIFIC ISLANDER	5 <input type="checkbox"/>	<input type="checkbox"/>																					
MULTIRACIAL	6 <input type="checkbox"/>	<input type="checkbox"/>																					
JOB INTERESTS — Check the specific job titles you are interested in:																							
<input type="checkbox"/> Conservation Officer <input type="checkbox"/> Motor Carrier Officer <input type="checkbox"/> State Police Trooper <input type="checkbox"/> State Properties Security Officer																							