



## Deming Police Department

700 E. Pine Street, Deming New Mexico 88030



### Police Officer Basic Qualification and Application Process

1. Individual must be in good mental and physical health.
2. Individual must have a high school diploma or equivalent education.
3. Individual must possess a valid New Mexico driver's license.
4. Individual must pass physical and psychological examinations.
5. Individual must pass an oral interview.
6. Individual may be required to pass an academic skills test.
7. Individual will be required to pass physical fitness/agility test.
8. Individual must submit to a background investigation to include a credit bureau report.
9. Certified law enforcement officers in the State of New Mexico or completion of course of training and testing which would lead to certification upon employment is preferred.
10. Individual will be required to become Animal Control Certified.
11. Prior military service is preferred.
12. Minimum age requirement is 18 years of age.
13. Individual must have a clear criminal and driving record.
14. A three (3) year contact must be agreed to and signed only for non-certified officers.
15. Only serious applicants need apply.

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#### To apply for a position as Deming Police Officer Applicant must:

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1. Pick up an application at the Deming Police Department and fill it out **COMPLETELY**.
  2. Submit the written application, cover letter, unofficial transcript (if applicable), DD-214 (if applicable) and a resume. Initial testing and scheduled at various times. This officer will announce the scheduling dates at a later time. The position(s) will remain open until filled.
  3. Applicants will be scheduled for the physical agility test. Those who pass the test will continue on to the academic skills test and then on to the background investigation.
  4. Upon successful completion of the background investigation, applications will be scheduled for an oral interview.
  5. Upon successfully passing the oral interview, each applicant's application will be reviewed by the Chief of Police and final selections will be made.
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The City of Deming is an Equal Opportunity Employer  
The information contained in the written application for the position will be used in reports to governmental agencies unless the applicant prohibits this in writing.

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## Benefit and Information Package

### SALARY/BENEFITS:

1. Annual salary for certified officers - \$40,787.22; un-certified - \$35,479.08. Merit increases are based upon work performance annual assessments. The maximum allowable percentage of increases is determined by City Council on an annual basis, actual percentages of increase is then defined in the city policy based upon work performance.
2. Holiday - 11 holidays per year at double time, whether working or not.
3. Stability Pay – Provided no sick leave is taken during the year, stability pay not to exceed \$750.00 per year is granted to employees. Computed as follows; one half of one percent of yearly salary times years served, up to ten years.

### BENEFITS (Subject to change on DPOA contractual negotiations):

1. PERA (Retirement) - Plan 5 of Public Employees Retirement Association program for sworn officers which allows retirement eligibility: 25 years of service credit/any age or age 60 with 6 years of service, 6-year vesting period, 90% pension maximum, 2% COLA and 7 full-calendar year eligibility period to receive a COLA.
2. Group Insurance – City share 80%, employee share 20%.
3. ICMA (deferred compensation/supplemental retirement plan) – up to 25% or \$8,000 of your pay per year may be deferred to this plan.
4. Worker's Compensation – medical coverage for job-related injuries.
5. State Employees Credit Union- Saving or checking account through payroll deductions. Reasonable interest rates and eligibility to borrow money.

### LEAVE (Subject to change based on DPOA contractual negotiations):

1. PAID VACATION LEAVE – accrual at rate of:
  - a) 84 hours per year for three years
  - b) 100.8 hours per year for 4 to 7 years
  - c) 126 hours per year for 8 to 11 years
  - d) 151.2 hours per year for 12 to 15 years
  - e) 168 hours per year for 16+ years
2. PAID SICK LEAVE – accrual of 84 hours per year
3. PAID MILITARY LEAVE- 15 days per year
4. PAID BEREAVEMENT LEAVE – Two to five working days per occurrence.

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## **UNIFORMS** (Subject to change based on DPOA contractual negotiations):

1. Initial Hiring – Police Department provides three short-sleeved and three long-sleeve uniform shirts, three uniform pants, belt, belt keepers, leather accessories, weapon, ballistic vest, and all equipment.
2. Police Department issues .40 caliber Glock 22 Gen 4 semi-auto pistol, Smith and Wesson M&P Patrol Rifle and less lethal pump shotgun.
3. \$600.00 clothing allowance per year thereafter (Pro-rated). Specialty teams, as per DPOA contract.

## **DEPARTMENT INFORMATION:**

1. Approximately 35 sworn officers. Administration – Three officers; Patrol Division – 25 officers; Criminal Investigation Division – One supervisory officers, four detectives.
2. Field Training Program – Up to six weeks professional, documented training prior to release.
3. Hours of work – Four 10 ½ hour shifts, three days off. Day shift is 0630-1700 hours; evening shift is 1600-0230 hours; graveyard shift is 2030-0700 hours.
4. Grant overtime available
5. Overtime- Paid when available at rate of 1 ½ times officer's wages.

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## APPLICATION FOR EMPLOYMENT (POLICE OFFICER)

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin, religion, or disability. The City of Deming is an equal opportunity employer.

The following information is necessary in order to be able to process your application and conduct a thorough background investigation for Police Officer applicants. You are not required by law to provide this information, however, refusal to do so may result in your application being removed from further consideration due to inability to complete the background investigation. If you have any questions concerning this form, please contact the Deming Police Department at (575) 546-3011.

Date of Application: \_\_\_\_\_

Date received by DPD: \_\_\_\_\_

### PLEASE TYPE OR PRINT LEGIBLY

\_\_\_\_\_  
Last Name First Middle

\_\_\_\_\_  
Other name, aliases, or nicknames

\_\_\_\_\_  
Current address (number, street, apt#, city, state, zip) Phone number (with area code)

\_\_\_\_\_  
Current mailing address (if same as above, write "Same")

\_\_\_\_\_  
Date of Birth Place of Birth Social Security Number

\_\_\_\_\_  
If not born in the United States, can you provide official documentation of residency? If yes, what documentation?

\_\_\_\_\_  
Driver's License number, state of issuance, and expiration date New Mexico Certification (if applicable)

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## EDUCATION

High School Graduation date or GED certification date and number

Name and address of High School

College/University name and address

College/University name and address

Other institutions and/or trade schools name and address

Other special training (add additional pages if necessary)

## MILITARY SERVICE

Branch of Armed Services

Period of active duty (month/year to month/year)

Rank at discharge

Date of final discharge

Character of discharge

Duties and or special training

# Deming Police Department

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## PROFESSIONAL REFERENCES (AT LEAST THREE)

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Name	Address	Phone
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Name	Address	Phone
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Name	Address	Phone
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Name	Address	Phone
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Name	Address	Phone
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## CITATION RECORD

List all traffic citations (other than parking citations) you have ever received; add additional pages if necessary.

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Date	Charge(s)	Police Agency	Disposition & Date
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Date	Charge(s)	Police Agency	Disposition & Date
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Date	Charge(s)	Police Agency	Disposition & Date
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Date	Charge(s)	Police Agency	Disposition & Date
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## SUBSTANCE ABUSE

Has your driver's license ever been suspended or revoked? Yes \_\_\_\_\_ No \_\_\_\_\_

If checked 'Yes', please give date, license state and reason for suspension/revocation.

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Have you used alcohol illegally? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked 'Yes', please explain:

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Have you used marijuana within the past 12 months? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you used cocaine, heroin, methamphetamines, PCP or any other dangerous, non-prescription drug within the past three years? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you illegally addicted to any controlled or regulated substance? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been arrested and/or convicted of any traffic-related violations to include driving under the influence? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked 'Yes', please give date of offense, license conviction date, arresting agency, and final disposition of the case.

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## ARREST RECORD

Have you ever been arrested as an adult, a juvenile, or in the military? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked 'Yes', list the date, arresting agency, offense charged, and final disposition of the arrest(s)

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Have you ever been arrested for a felony crime? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked 'Yes', list the date, arresting agency, offense charged, and final disposition of the arrest(s)

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Have you ever been arrested for a crime involving domestic violence? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked 'Yes', list the date, arresting agency, offense charged, and final disposition of the arrest(s)

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Have you ever been arrested for any crime involving theft, fraud, embezzlement, sexual misconduct, or moral turpitude? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked 'Yes', list the date, arresting agency, offense charged, and final disposition of the arrest(s)

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**EMPLOYMENT EXPERIENCE** (Current employee through the last 10 years; add additional pages if necessary)

Company Name \_\_\_\_\_ Telephone \_\_\_\_\_

Current complete address \_\_\_\_\_

Date employed (month and year) \_\_\_\_\_ Pay rate at separation \_\_\_\_\_

Job title \_\_\_\_\_ Name of last supervisor \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
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Company Name \_\_\_\_\_ Telephone \_\_\_\_\_

Current complete address \_\_\_\_\_

Date employed (month and year) \_\_\_\_\_ Pay rate at separation \_\_\_\_\_

Job title \_\_\_\_\_ Name of last supervisor \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
-----

Company Name \_\_\_\_\_ Telephone \_\_\_\_\_

Current complete address \_\_\_\_\_

Date employed (month and year) \_\_\_\_\_ Pay rate at separation \_\_\_\_\_

Job title \_\_\_\_\_ Name of last supervisor \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
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# Deming Police Department

700 E. Pine Street, Deming New Mexico 88030

Company Name \_\_\_\_\_ Telephone \_\_\_\_\_

Current complete address \_\_\_\_\_

Date employed (month and year) \_\_\_\_\_ Pay rate at separation \_\_\_\_\_

Job title \_\_\_\_\_ Name of last supervisor \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
-----

Company Name \_\_\_\_\_ Telephone \_\_\_\_\_

Current complete address \_\_\_\_\_

Date employed (month and year) \_\_\_\_\_ Pay rate at separation \_\_\_\_\_

Job title \_\_\_\_\_ Name of last supervisor \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
-----

Company Name \_\_\_\_\_ Telephone \_\_\_\_\_

Current complete address \_\_\_\_\_

Date employed (month and year) \_\_\_\_\_ Pay rate at separation \_\_\_\_\_

Job title \_\_\_\_\_ Name of last supervisor \_\_\_\_\_

Reason for leaving \_\_\_\_\_  
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## REFERENCES

Parents:

Name	Address	Phone
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Spouse:

Name	Address	Phone
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In-law parents:

Name	Address	Phone
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Former Spouse:

Name	Address	Phone
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Siblings:

Name	Address	Phone
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Name	Address	Phone
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Name	Address	Phone
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Name	Address	Phone
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Name	Address	Phone
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700 E. Pine Street, Deming New Mexico 88030

**PERSONAL REFERENACES THAT ARE NOT FAMILY (AT LEAST THREE):**

Name	Address	Phone
Name	Address	Phone
Name	Address	Phone
Name	Address	Phone
Name	Address	Phone

**RELATIONSHIP TO CITY EMPLOYEES**

State the names of relatives and friends who are employed by the City of Deming

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## APPLICANT'S CERTIFICATION OF TRUTHFULNESS AND RELEASE OF INFORMATION

By my signature, I hereby declare and certify that I am a citizen of the United State of America and that the information given by me in this Application for Employment is true, correct, and complete to the best of my knowledge. I understand that any misstatement, falsification or omission of fact in the application may eliminate me from consideration for employment or may, if I am employed, be considered cause for dismissal

I authorize the City of Deming, its authorized agents or employees to conduct an investigation of my work history, character, personal characteristics, criminal history and/or traffic citation history through personal interview, official record checks or other investigative means. I further authorize the City of Deming, its authorized agents to obtain consumer credit information. I hereby release and discharge any former employer, supervisor, co-worker, reference, acquaintance or governmental entity from all claims or actions for loss, liability, damage or expense, which may now or hereafter arise from the making of any inquiries about me or from furnishing any information about me in connection with my application for employment with the City of Deming Police Department.

This application in no way constitutes a promise or consideration of employment. If given employment, this application will become permanent part of my employee personnel file, and it or any other documents or understanding in no way imply or constitute an employment contract. This contract shall remain on file for a period not to exceed three months.

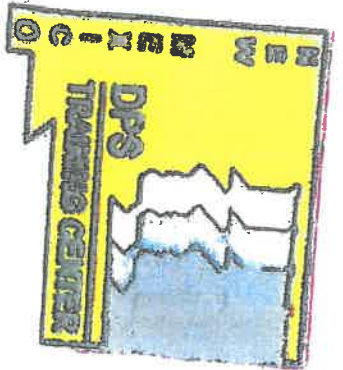
I have read and understand all of the questions and information in this application for employment.

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Date

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Applicant Signature



## ENTRANCE FITNESS STANDARD

*Complete medical exam packet (LEA-3) must have been received and final clearance approved prior to Physical Fitness testing being administered by Academy staff.*

Tests are not required to be administered in the order listed.

All entrance times were set by the NMLEA Board on June 9, 2016.

## New Mexico Law Enforcement Academy

### 2016

#### FITNESS STANDARDS FOR BASIC POLICE OFFICER TRAINING ACADEMY ENTRANCE

Prior to entering a Basic Police Officer Training (BPO-T) program the student must demonstrate a minimum fitness level as measured by the following battery of four tests. These tests were adopted by the NMLEA Board on June 8, 2016. A standard protocol is explained for each test. Each student will be tested **TWO WEEKS** prior to the first day of the training program. Those students who do not meet the minimum standard in all tested categories will be dismissed and rescheduled for a subsequent academy.

#### Aerobic Power

1.5 Mile Run

300 Meter Run

15:54 (minutes:seconds)

15:14 (minutes:seconds)

#### Anaerobic Power

300 Meter Run

71.0 seconds

Equipment: A stopwatch or clock with a sweep second hand; an indoor or outdoor track or another suitable running area; measured to 1.5 miles and 300 meters; testing forms to record data.

1. The student should refrain from smoking, chewing tobacco, caffeinated drinks, energy aids, or eating for two hours preceding the test.
2. Allow adequate time prior to the test for stretching and proper warm-up exercises.
3. During the administration of the test, the student will be informed of their lap times. If several students run at once, their individual times at the finish will be called out and recorded later.
4. An important consideration at the end of the runs is the "cool down" period. The students should be cautioned about not sitting or standing stationary after the run to prevent venous pooling. They should be instructed

5. The student should remember to properly stretch before and after each exercise to prevent any injuries.

#### Muscular Endurance

1 minute maximum number of sit-ups

27 repetitions

1. The student starts by lying on their back, knees bent, heels flat on the floor, fingers interlaced and placed behind the head.
2. Partner holds the feet down firmly.
3. In the up position, the student should touch the elbows to knees, and then return until the shoulder blades touch the floor. Any resting should be done in the up position. No rocking hips. If fingers become unclaced, adjustment must be made in the up position.

#### Upper Body Strength

1 minute maximum number of push-ups

15 repetitions

1. The hands are placed about shoulder width apart. The administrator or partner places a fist on the floor below the student's chest at the midpoint of the sternum (unless a male is testing a female).
2. Starting from the up position (elbows fully extended), the student must keep the back straight at all times (no swayback or elevated hips) and lower their body to the floor until the chest touches the administrator's fist. Student then returns to the up position. Any resting should be done in the up position. Modified push-ups are no longer optional for female applicants. All applicants are required to perform standard push-ups as described in number 1, and 2, above.
- 3.

## MID-POINT FITNESS STANDARD

All times were set by the NIAA Board on June 8, 2016.

Students **MUST** meet or exceed these standards prior to receiving certification.

Aerobic  
Power 1.5 Miles

Run

Above 0:00 Feet

**15:04 (minutes:seconds)**

Below 0:00 Feet

**14:24 (minutes:seconds)**

Aerobic Power

300 Meter Run

**64.0 seconds**

Muscular Endurance  
1 minute maximum number of sit-ups

**37 repetitions**

Upper Body Strength  
1 minute maximum number of push-ups

**25 repetitions**

## EXIT FITNESS STANDARD

All exit times were set by the NIAA Board on June 8, 2016.

Students **MUST** meet or exceed these standards prior to receiving certification.

Aerobic  
Power 1.5 Miles

Run

Above 0:00 Feet

**14:15 (minutes:seconds)**

Below 0:00 Feet

**13:45 (minutes:seconds)**

Aerobic Power

300 Meter Run

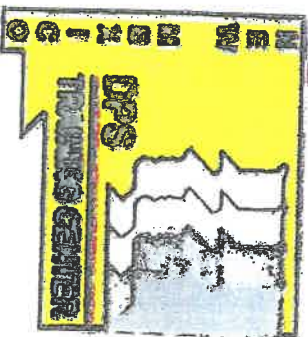
**64.0 seconds**

Muscular Endurance  
1 minute maximum number of sit-ups

**37 repetitions**

Upper Body Strength  
1 minute maximum number of push-ups

**25 repetitions**





## EXIT AGILITY STANDARD

**Scenario #1:** Officer starts seated in his vehicle, hands on the steering wheel with seatbelt in use and wearing a 10lb. weight belt or vest around waist to simulate a gun belt. As the timed exercise begins, the officer will:

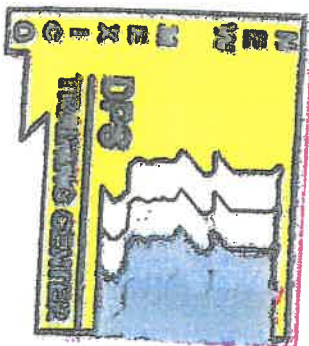
1. Release seatbelt and open vehicle door.
2. Run 30 feet and open building door.
3. Cross 4ft. threshold, run up two flights of stairs and pause for 60 sec. (Rises and Run of 7"x11" is standard, 8"x10" or 8"x12" are acceptable. Standard floor handlings are 10" high.) *If only one floor is available it is acceptable to run up, run down, run up and pause 60 seconds.* After 60 seconds, run down the stairs and out the door. There is no restriction on how the officer negotiates the stairs, however both feet must contact the top and bottom stalk.
4. Run 100' from door to a 6' high platform, run up steps, ladder, or ramp to the top of the platform and jumps down.
5. Run 37.5' turn and reverse touching the ramp, run 25 feet to a 6' high wall and scale it. The wall is constructed of unpainted cinder block with a smooth top. If the applicant chooses, he or she may dig a rigid rod or object 10' from the side of the wall and use it to scale the wall. The rigid object will have handles, a flat top, weigh 50lbs. and be 25" tall.
6. After scaling the wall, run 50' to a handcuff/armrest simulator, put arms down, touch ends and hold for 60 seconds. Arrest simulator is 5' high with 60lbs. resistance in the right arm and 40lbs. in left arm. END exercise.

**Scenario #2:** Officer starts from a standing position wearing a 10lb. weight belt or vest around waist to simulate a gun belt. At the timed exercise begins, the officer will:

1. Run 30' straight ahead and jump across a 4' wide barrier. The barrier is low to the ground, e.g. a ditch, highway divider, etc.
2. Run 12.5' and climb, jump, or hurdle over a fence or low wall, no more than 4' wide and at least 8' long, made of metal or wood.
3. Run 12.5' to the back of a vehicle equivalent to a full-sized police vehicle and push it 30' on a flat surface in the direction of a clear area where a victim extraction will take place. The car is occupied by a dummy (victim) wearing a seatbelt and weighing 190lbs. +/- 10lbs. The dummy must meet standards established by the New Mexico Law Enforcement Academy.
4. Approach the victim's door, open the door, undo the seatbelt, pull the victim out of the vehicle and drag them 20' perpendicular to the direction of the vehicle.
5. Both officer and dummy (victim) must completely cross the finish line to END the exercise.

**Passing Score (2 minutes 5 seconds)**

**Passing Score (42 seconds)**



For additional information,  
please contact:

Department of Public Safety  
Training Division  
4491 Carrillos Road  
Santa Fe, New Mexico 87507

(505) 827-9251 (505) 827-3449 FAX  
Albuquerque Local (505) 858-3176  
Toll Free 1-877-237-7532 in NM Only

Website:  
<http://nmlca.dps.state.nm.us/>