



St. John Police Department

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Police Officer General Hire Eligibility List Application Process Introductory Letter

September 28, 2026

Dear Applicant,

Thank you for your interest in applying for the St. John Police Department 2026 Police Officer General Hire Eligibility List Application Process. Before proceeding to the application and supporting documents in this packet, please read this Introductory Letter carefully.

The 2026 Police Officer General Hire Eligibility List Application Process allows qualified applicants to be considered for employment if/when a position becomes available. The process is rather extensive, however your success depends on passing each phase to advance to the next level. Failure to pass a phase will disqualify an applicant from further participation. Applicant status will be provided by U.S. Mail and/or email.

There are four (4) phases in this Process:

- 1) The Application Packet
This packet must be completed **online**. The application and all required forms must be returned to www.pdapps@stjohnin.gov in PDF format together with a photograph in JPEG format, by 4:00 p.m. on Friday, October 30, 2026. Failure to follow instructions will disqualify applicants from further participation.
- 2) The Preliminary Background Check
The outcome of this background check determines your eligibility to advance to the next step.
- 3) The Physical Agility and Written Tests
Both tests will be conducted on the same day, on Saturday, November 7, 2026 at 8:00 a.m. sharp. Passing the physical agility test will allow applicants to take the written test. Both tests will be administered at the Northern Indiana Law Enforcement Academy, 4500 Montdale Drive, Valparaiso, Indiana 46383. There are no makeup dates.
- 4) The Oral Interview
Interviews are anticipated during the second and or third week of November on dates to be determined, based on the number of qualifying applicants at this point. Applicants must be available at the date and time as scheduled by the St. John Police Department.

At the successful completion of all above testing, a list of the top candidates will be established for the St. John Metropolitan Police Commission to certify. Once certified, the list is valid for two (2) years.

Each phase of this process is a reflection of the disciplined and meticulous nature required to be a police officer. On behalf of the St. John Police Department, we wish you well in your journey and look forward to meeting with you soon.

Respectfully,
Chief Steven Flores

Retain this Introductory Letter for your personal records.