



United States Department of the Interior

NATIONAL PARK SERVICE

United States Park Police
Headquarters
1100 Ohio Drive, S.W.
Washington, D.C. 20240

IN REPLY REFER TO:

[INSERT DATE]

Dear Applicant:

Thank you for your interest in employment with the United States Park Police. The following information will assist you with planning your arrival to the test site. Arrive early for parking and security arrangements. **THIS PROCESS CAN TAKE UP TO 8 HOURS TO COMPLETE. BRING SOMETHING TO EAT SINCE LEAVING THE PROCESSING FACILITY IS NOT PERMITTED DURING TESTING. IT IS ESSENTIAL THAT YOU REVIEW THE FOLLOWING INFORMATION CAREFULLY AND IMMEDIATELY.**

When you arrive at the designated facility you will be required to complete a **Physical Efficiency Battery (PEB)**. The PEB is a physical fitness screening test designed to determine if you are physically able to perform the duties of a police officer. We recommend that you wear comfortable exercise clothing. **You are required to bring a pair of non-marking court shoes and a pair of running shoes. YOU MUST ALSO BRING YOUR SIGNED AND DATED PHYSICIAN'S CONSENT FORM (Form 10-2201E) IN ORDER TO PARTICIPATE.**

You have been scheduled for the PEB on:



See the PEB testing schedule on reverse;
you must attend the session according to
the first letter of your last name

While you are completing the PEB, members of our Human Resources Office will review your Personal Qualification Statement (Form 10-2201) for completion and for clarification of any issues or questions resulting from answers you provided.

After successfully completing this phase, you will be scheduled for a written examination at a later date. Further processing will depend upon your overall scores. You will be notified of future processing steps if you qualify.

Candidates who pass all phases of the process will be considered along with other qualified candidates for the position of Recruit Park Police Officer.

If you fail to respond to the PEB test, your name will be removed from our register and you will no longer be considered for a police officer position with the United States Park Police under the current announcement. **It is your responsibility to keep our office informed of any changes that will impede our qualification review processes (i.e. current work, address and telephone numbers).**

If you have any questions, please contact our Human Resources Office at [insert telephone number] between 9:00 a.m. and 5:00 p.m.

Sincerely,

[Insert Recruiter Name]

Recruiting / Applicant Processing Supervisor

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PEB TESTING DATES AND LOCATIONS

Check the dates/times below for your testing time. You must reserve your testing time and location at the following website:

[\[ADD EVENTBRITE SCHEDULING WEBSITE HERE\]](#)

Select **only one** testing date. You must attend the testing session that you reserved. Failure to attend the session you have reserved will remove your name from further consideration. No make-up dates will be available.

PEB Location

Dates and Times

WASHINGTON, DC

U.S. Park Police Anacostia
Operations Facility
1901 Anacostia Drive, SE
Washington, DC 20020
Telephone: (202) 610-3525

Saturday, Date & Time.
Saturday, Date & Time
Sunday, Date & Time
Sunday, Date & Time

STATEN ISLAND, NY

U.S. Park Police
Fort Wadsworth
120 New York Avenue
Staten Island, NY 10305
Telephone: (718) 338-3988

Saturday, Date & Time
Saturday, Date & Time
Sunday, Date & Time
Sunday, Date & Time

SAN FRANCISCO, CA

U.S. Park Police
Presidio
1217 Ralston Avenue
San Francisco, CA 94129
Telephone: (415) 561-5185

Saturday Date & Time
Saturday Date & Time

ATLANTA, GA

Atlanta Airport Marriott
4711 Best Road
College Park, GA 3033
Telephone: (404) 766-7900

Saturday, Date & Time
Sunday, Date & Time



**DIRECTIONS TO THE UNITED STATES PARK POLICE
ANACOSTIA OPERATIONS FACILITY
1901 Anacostia Drive, SE
Washington, DC. 20020**

FROM BALTIMORE

- Merge onto I-695 S/BALTIMORE BELTWAY OUTER LOOP
- Merge onto I-95 S via exit number 11B toward WASHINGTON
- Take the BALTIMORE-WASHINGTON PKWY exit-exit number 22B toward WASHINGTON
- Merge onto MD-295 S
- Take the HOWARD ROAD exit-exit number 3B toward DOWNTOWN
- Turn RIGHT onto HOWARD RD SE
- Keep RIGHT onto HOWARD RD SE
- Keep RIGHT at the fork in the ramp
- Turn RIGHT onto ANACOSTIA DR. SE

FROM PENNSYLVANIA

- Merge onto CAPITAL BELTWAY/I-495 S.
- Take the VA-193 exit-exit number 43-44- toward GEORGE WASHINGTON MEMORIAL PKWY/GEORGETOWN PIKE
- Merge onto GEORGE WASHINGTON MEMORIAL PKWY S.
- Take I-395 N toward WASHINGTON
- Merge onto I-295 S via the exit on the left
- Take the HOWARD ROAD exit-exit number 3B toward DOWNTOWN
- Turn RIGHT onto HOWARD RD SE
- Keep RIGHT onto HOWARD RD SE
- Keep RIGHT at the fork in the ramp
- Turn RIGHT onto ANACOSTIA DR. SE

FROM DC/MARYLAND

- Take MD-5 N/BRANCH AVENUE
- Merge onto SUITLAND PKWY SE toward WASHINGTON
- Turn SLIGHT RIGHT onto NAYLOR RD/MD 637 W. Continue to follow NAYLOR RD SE.
- Turn LEFT onto GOOD HOPE RD SE
- Turn RIGHT onto ANACOSTIA DR SE

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FROM VIRGINIA

- Take the I-395 N / US -1 exit towards WASHINGTON
- Merge onto I -395 N
- Take the I -295 S exit on the left
- Merge onto I -295 S exit on the left
- Take the HOWARD ROAD exit-exit number 3B toward DOWNTOWN
- Turn RIGHT onto HOWARD RD SE
- Keep RIGHT onto HOWARD RD SE
- Keep RIGHT at the fork in the ramp
- Turn RIGHT onto ANACOSTIA DR. SE

FROM NEW YORK

- Take the I-95/NJ TURNPIKE
- Keep RIGHT at the fork in the ramp
- Merge onto NEW JERSEY TURNPIKE S (Portions toll)
- NEW JERSEY TURNPIKE S becomes I-95 S (Portions toll)
- Take the I-95 N exit on the left towards WILMINGTON
- Take the I-95 N exit on the left
- Keep RIGHT at the fork ramp
- Merge onto I-95 S (Portions toll)
- Take the I-895 S/HARBOR TUNNEL THRUWAY exit, exit number 62 on the left towards

ANNAPOLIS/BAY BRIDGE

- Merge onto HARBOR TUNNEL TRWY
- Take the MD-295 S/BALT/WASH PARKWAY exit, exit number 4 towards BWI AIRPORT
- Merge onto MD – 295 S
- Take the HOWARD ROAD exit-exit number 3B toward DOWNTOWN
- Turn RIGHT onto HOWARD RD SE
- Keep RIGHT onto HOWARD RD SE
- Keep RIGHT at the fork in the ramp
- Turn RIGHT onto ANACOSTIA DR. SE

If you have travel problems, please call:

(202) 619-7056 (HR Office),
(202) 610-3525 (Anacostia Operations Facility), or
(202) 610-7505 (Communications Section).

DIRECTIONS TO THE ATLANTA AIRPORT MARRIOTT

(This site could change)

471 Best Road
College Park, GA 30337
(404) 766-7900 (Phone)
(404) 209-6838 (Fax)

FROM 75 NORTH

Take 75 Southbound through downtown Atlanta until it merges with 85 Southbound Antoine Southbound (Riverdale Rd.). Turn right at the light and go to the very next street (Best Rd. Connector) and then turn left. Turn right at the stop sign onto Best Rd., and then turn right into the hotel.

FROM 75 SOUTH

Take 75 Northbound to 285 Westbound. Take Exit #60 (Riverdale Rd.) and turn right. Go through 5 traffic lights and cross the bridge. After crossing the bridge, you will turn left at the first street (Best Rd. Connector) and go to the stop sign and turn right onto Best Rd. and immediately on your right you will see the entrance to the hotel.

FROM 85 NORTH

Take 85 Southbound through downtown Atlanta (85 & 75 merge through Atlanta). Stay on 85 Southbound to Riverdale Rd. (exit #71), turn right, and turn left onto Best Rd. Connector. Turn right at the stop sign onto Best Rd., and then take first right into hotel.

FROM 85 SOUTH

Take 85 Northbound to Riverdale Rd. (exit #71). Take a left, then another left after you cross the bridge onto Best Rd. Connector. Then turn right onto Best Rd. Immediately on the right you will see the hotel entrance.

FROM 285 WEST/SOUTH

Take 285 East to Old National Highway (exit #61). Take a left back over 285. After the bridge, take the first right at the light (Waffle House is on the left) onto Sullivan Rd. Go about 1 mile to the stop sign (Bennigan's Restaurant will be on the right). Take a left at the stop sign, the first left into the hotel.

FROM 285 EAST/SOUTH

Take 285 West to Riverdale Rd. (exit #60). Take a right onto Riverdale Rd. and go through 5 traffic lights. After you cross the bridge, turn left at the next street (Best Rd. Connector). At the next stop (Best Rd.), turn right. Immediately on the right you will see the entrance to the hotel.

FROM 20 EAST

Take 20 West to 285 South/West. Follow 285 to Riverdale Rd. (exit #60). Take a left onto Riverdale Rd. and go through 5 traffic lights. After you see the cross bridge, turn left onto Best Rd. Connector. Turn right onto Best Rd. Immediately on your right will be the entrance to the hotel.

FROM 20 WEST

- Take 20 Eastbound to 285 South/East to Riverdale Rd. (exit #60). Take a left onto Riverdale Rd. and after you cross over the bridge, take a left onto Best Rd. Connector. Turn right onto Best Rd. Immediately on your right will be the entrance to the hotel.

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FROM HARTSFIELD ATLANTA AIRPORT

Follow Riverdale Rd. signs. Turn right onto Riverdale Rd. and go through 3 stop lights. Go over the bridge and turn left onto Best Rd. Connector. Continue to the stop sign (Best Rd.). Turn right onto Best Rd. and the hotel entrance will be immediately on your right.

SHUTTLE SERVICE

Leave baggage claim and head toward ground transportation. Go to the third island and look for the red and white Marriott shuttle. A new shuttle arrives every fifteen minutes.

**DIRECTIONS TO THE UNITED STATES PARK POLICE
NEW YORK FIELD OFFICE - FORT WADSWORTH
210 New York Avenue
Staten Island, NY 10305**

NEW JERSEY

Take the Garden State Parkway to the Outer-bridge Crossing to the West Shore Expressway to the Staten Island Expressway East. Get off the Bay Street exit and follow the signs to Bay Street and Fort Wadsworth.

Take the New Jersey Turnpike to the Goethals Bridge to the Staten Island Expressway. Get off the Bay Street exit and follow the signs to Bay Street and Fort Wadsworth.

WESTCHESTER/BRONX

NY State Thruway to the Major Deegan Expressway, go over the Tri-borough Bridge and follow the Brooklyn Queens Expressway to the Verrazano Narrows Bridge.

MANHATTAN

Take the FDR Drive to the Brooklyn Bridge. Go over the Brooklyn Bridge and follow the Brooklyn Queens Expressway to the Gowanus Expressway to the Verrazano Narrows Bridge.

Take the Henry Hudson Parkway to the West Side/Joe DiMaggio Highway, go through the Brooklyn Battery Tunnel, and follow the Gowanus Expressway to the Brooklyn Queens Expressway to the Verrazano Narrows Bridge.

LONG ISLAND

Take the Southern State, Sunrise Highway or Cross Island Parkway to the Belt Parkway (west).
"Follow directions for Brooklyn/Queens"

BROOKLYN/QUEENS

Take the Belt Parkway westbound to the Verrazano Narrows Bridge. Go over the Verrazano Narrows Bridge, after the tollbooth take the Bay Street or Hylan Boulevard exit and follow the signs to Bay Street and Fort Wadsworth.

Enter through the front gate and park in the visitor's center parking lot approximately 1/4 of a mile past the guard booth on your left. Building 120 is the building that is next to the parking lot.

24-hour number for communications (718) 338-3988

**DIRECTIONS TO THE UNITED STATES PARK POLICE
SAN FRANCISCO FIELD OFFICE – PRESIDIO OF SAN FRANCISCO
210 New York Avenue
Staten Island, NY 10305**

FROM NORTH OF THE GOLDEN GATE BRIDGE

From North of the Golden Gate Bridge: Hwy 101/ Hwy 1 South. Cross the Golden Gate Bridge, take first exit on right immediately past tollbooth onto Merchant Rd. Drive to the stop sign at the intersection that is Lincoln Blvd. Cross Lincoln Blvd. Merchant Rd. will become Storey Ave. Stay on Storey Ave, at Ralston Ave turn right. At the stop sign, USPP Bldg. 1217 will be on your right- parking on left.

FROM HWY 101

As you approach the Golden Gate Bridge take the “Last San Francisco Exit” just before passing the toll plaza. Veer right at the stop sign at the end of the ramp that will take you to Lincoln Blvd. At that stop sign turn right for about 0.2mi. Turn left on Storey Ave. Turn right on Ralston Ave. At the stop sign, USPP Bldg. 1217 will be on your right- parking on left.

FROM LOMBARD ST.

Enter the Presidio from Lombard St. and drive to the intersection of Presidio Blvd. Turn right onto Presidio Blvd. Presidio Blvd will become Lincoln Blvd. Stay on Lincoln Blvd. Turn left on Storey Ave. Stay on Storey Ave, at Ralston Ave turn right. At the stop sign, USPP Bldg. 1217 will be on your right- parking on left.

FROM 25TH AVE. From 25th @ El Camino Del Mar Blvd., enter Presidio. You will be on Lincoln Blvd. Turn right at Kobbé St. and turn left on Upton Ave. Turn right on Ralston. You will see USPP Bldg. 1217.

For more information, contact Park Communications at (415) 561-5510



APPLICANT CHECKLIST

This checklist is provided to assist you with the organization of the requested information. Failing to provide this Information in a timely manner will delay the processing of your application and jeopardize your consideration for employment with the United States Park Police. **Please bring original documents for review, and 1 copy of each document to provide to us. Please provide two photocopies of your driver's license. There will not be a copier available.**

NOTE: The Personal Qualification Statement must be signed, dated, and notarized on page 31. The Conditions of Employment must be signed by you on page 34 and signed as reviewed by a U.S. Park Police representative when you attend the PEB. The Personal Qualification Statement will be reviewed at the PEB. You should have the remainder of the following documents ready to provide upon request, but they are NOT needed at the PEB event.

USE THE FOLLOWING CHECKLIST AS A GUIDE TO COMPLETE THE DOCUMENTS ENCLOSED

The following documents must be completed and provided at the screening orientation:

- _____ Form 10-2201A, "Information Release Form" (*signed by applicant and notarized*)
 - _____ Form 10-2201B, "Release to Obtain a Credit Report" (*completed by applicant and signed*)
 - _____ DD-214 for Veterans preference (*if applicable*)
 - _____ SF-180 Request for Military Records (*if applicable*)
-

The following documents must be reviewed by a physician or notarized and presented at the PEB:

- _____ Form 10-2201D, "Physical Efficiency Battery Waiver" **AND** Form 10-2201E, "Physicians Consent Form" (*signed by applicant and signed/stamped by physician **prior to taking the PEB***)
 - _____ Form 10-2201, "Personal Qualification Statement" (**Sign Part XIII, "Applicant's Certification and Signature" and have the page notarized**)
-

Copies of the following documents must be provided:

- _____ One (1) copy of your current valid driver's license (*your application cannot be processed without a valid license from the state in which you reside, unless exempted*)
 - _____ Certified motor vehicle driving record (*provide records from **each** state you have **ever** held a driver's license*)
 - _____ Federal tax return transcripts and copied of filed state tax forms for the past two years (*Provide proof that you filed you taxes and that each copy is signed, with the filing date*)
 - _____ Copy of most recent Form SF-50 (Notification of Personnel Action) (*for Merit Status applicants*)
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Additional information that will be required:

- | | | |
|---|--|---|
| _____ Original birth certificate (<i>show original & provide copy</i>) | _____ Court documents, including: (<i>provide copies</i>) | _____ Separation, divorce, annulment papers |
| _____ High school diploma or GED certificate (<i>with GED test scores, if applicable</i>) | | _____ Legal name change |
| _____ College transcripts (<i>for each college attended</i>) | | _____ Adoption |
| _____ Naturalization certificate (<i>if applicable</i>) | | _____ Bankruptcy |
| _____ Marriage license (<i>show original & provide copy</i>) | | _____ Criminal/civil/traffic court actions (<i>if applicable</i>) |
| _____ Credit report (<i>obtained from www.equifax.com</i>) | | |

INSTRUCTIONS FOR COMPLETING ENCLOSED FORMS

FORM	INSTRUCTION
FORM 10-2201 "PERSONAL QUALIFICATIONS STATEMENT"	<i>Read all the instructions carefully and complete this booklet in its entirety. Part XIII – Applicant's Certification and Signature page must be notarized. Save a completed copy for your records</i>
FORM 10-2201A "INFORMATION RELEASE FORM"	<i>This form must be completed and notarized!</i>
FORM 10-2201B "RELEASE TO OBTAIN CREDIT REPORT"	<i>This form must be completed even though you have provided a credit report.</i>
FORM 10-2201E "PHYSICIAN'S CONSENT FORM"	<i>This form must be signed and stamped by your physician and presented on the scheduled date of your Physical Efficiency Battery (PEB)</i>
FORM 10-2201F "APPLICANT DOCUMENTATION FORM"	<i>Complete and sign this form. This form is required of any applicant who may wish to defer employment.</i>
SF-180 "REQUEST OF MILITARY RECORDS"	<i>Read the instructions carefully. If this form does not apply to you, return it with the remainder of your application package</i>
<i>Failure to follow these instructions will remove you from further consideration of employment with the United States Park Police.</i>	
Please bring only the following forms " with you on the scheduled date of the PEB :	
<ul style="list-style-type: none">• Form 10-2201, "Personal Qualifications Statement";• Form 10-2201D, "Physical Efficiency Battery "Waiver""; and• Form 10-2201E, "Physician's Consent Form".	
The remainder of the documents will be requested at a later date.	
If you have any questions, please contact :	
<p style="text-align: center;">USPP Human Resources Office [Insert Phone Number] 9:00 a.m. and 5:00 p.m. Monday through Friday.</p>	

THANK YOU FOR YOUR COOPERATION