



Luther Police Department

Chief Johnny Leafy

108 S Main, PO Box 56

Luther, OK 73054

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Town of Luther Application Process

Luther Police Department

Recruiting Division

108 S Main Street

Luther, OK 73054

(405) 277-3500

www.townoflutherok.com

The Luther Police Department is an **EQUAL OPPORTUNITY EMPLOYER.**

REQUIREMENTS:

- A citizen of the United States
- 21-45 years of age (unless applying for reserve status)
- Valid Oklahoma Driver's License
- Good Moral Character
- Suitable Emotional Stability
- High School Diploma or GED
- Applicant may complete the application process and proceed in the hiring process at 20 years of age if they will be 21 by the start date of the next academy class

HOW TO BECOME A LUTHER POLICE OFFICER

The goal of the Luther Police Department is to select the best possible applicants for employment. Therefore, completion and advancement through the application process is based on ability and competition with other applicants. The application process with the Town of Luther is strictly regulated by several local, state, and federal employment guidelines and regulations. While we have made every effort to simplify and expedite the selection process, many equal opportunity, affirmative action, and merit system provisions must be monitored.

Please read the following carefully before completing the attached application and background questionnaire form. Applications and all requested documents should be submitted to the Recruiting Division at the Luther Police Department.

STEPS IN THE APPLICATION PROCESS

Submission of the Application Packet

The complete application MUST be witnessed. Fill out the application questionnaire. Be sure to sign and date it. Fill in EVERY blank space, if it does not apply then write N/A.

Background Investigation Packet

Applicants who successfully complete the preceding steps, and are selected to continue in the process, will then complete a Background Investigation Book. The following documents will be required, if applicable:

- Copy of Birth Certificate
- Official High School Transcript(s) or Diploma or GED Certificate (may omit if college degree obtained)
- Official College Transcript(s)
- Military Discharge: Copy of DD-214 (long form) must be provided. If separation date has not been reached, a letter signed by your commanding officer that includes the start date of separation and the type of discharge MUST be provided
- Copy of Social Security Card
- Copy of State Driver's License
- Copy of CLEET Certification
- Copy of OSBI Record Check (this is at the applicant's expense, and be fingerprint based)
- Copy of fingerprint card
- MMPI/CPI test result

Written Test (Must pass with a minimum score of 70%)

This standardized timed test is used to assess an applicant's general aptitude. The examination covers the following:

- Reading comprehension
- Writing skills
- Memory / cognitive and logic measurement
- Vocabulary / word usage
- Basic math

If an applicant fails the test, they may have one additional attempt. If a second attempt fails, the applicant must wait twelve months before they reapply.

Applicant Stability Rating Procedure

After completing the background investigation packet, the applicant will be scheduled for either a phone or face-to-face appointment with the recruiting coordinator. The coordinator will review the book and interview the applicant to establish a stability rating.

Background Investigation

A thorough background investigation, including the administration of the MMPI or CPI at the candidate's expense, will be requested on selected applicants who have successfully completed the above steps. At the conclusion of the background investigation, the applicant will be notified of their board date and time, or their ineligibility to proceed further, and any opportunities for re-application.

Employment Assessment Board

The assessment board will evaluate the applicant's qualities, personal characteristics, and ability to perform as a police officer. A list of acceptable applicants is compiled and referred to the Chief of Police for review. An applicant rejected at this stage will be notified of this decision and advised of any opportunities for re-application.

Final Selection

The Chief of Police selects the applicants who will be offered a position with the Luther Police Department, pending successful completion of the Drug and Alcohol Testing. Should the Chief of Police reject an applicant, they will be notified of this decision and advised of any opportunity for re-application.

Drug and Alcohol Testing

All external applicants for police officer shall undergo drug and alcohol testing after a conditional offer of employment is made. Refusal to undergo a test, or receiving a confirmed positive test, shall result in a withdrawal of the conditional offer of employment.

CLEET Academy (if not already certified)

After being hired, you will begin employment as a police recruit in the reserve basic academy or full-time academy based upon the position offered.

Field Training Program

The recruit will be assigned a field-training officer for approximately 300 or more hours. The minimum standards established by the FTO Program must be fulfilled for continued employment.

Police Pay Plan (starting)

Non-Certified \$18.50 per hour

Entry Level – Certified 18.89 per hour

Sergeant- \$22.79 per hour

Captain -\$24.67 per hour

APPLICATIONS ARE ACCEPTED YEAR-ROUND. YOUR APPLICATION IS CONSIDERED ACTIVE FOR ONE YEAR, UNLESS YOU WITHDRAW FROM THE PROCESS. SHOULD YOU NOT BE SELECTED FOR EMPLOYMENT YOU WILL BE NOTIFIED.

RELEASE AND WAIVER

I, _____, having made an application for the position of police officer for the Town of Luther, hereby expressly admit and state as follows:

1. I have been fully advised of the essential job functions of a police officer for the Town of Luther.
2. I affirmatively state I can perform the requirements set forth in the job description.
3. I understand that an overall degree of fitness is required to be a police officer.
4. I have been advised of the nature of the exercises and I knowingly and voluntarily state I can safely perform the exercise and agree to participate in the physical exercises and assessment set forth herein.
5. I, _____, do hereby, and in consideration of the Town of Luther, Oklahoma having permitted me to participate in such exercises for the purpose of evaluating my ability to perform the job functions of a police officer, waive and release the Luther Police Department of the Town of Luther, Oklahoma, and any and all agents, servants, and/or employees thereof, from any and all claims whatsoever which may sustain as a result of participating in such exercises. I make this release for myself, my heirs, executors, and administrators and do hereby release the Town of Luther, Oklahoma, and all its employees or agents from any or all liability for damages incurred as a result of these tests.

Applicant writes in his own hand, "I certify that I have read the foregoing waiver and release and understand its provisions".

Applicant's Signature _____ Date: _____

CONFIDENTIAL INFORMATION AGREEMENT FORM

A thorough investigation will be conducted to determine your qualifications for the position of police officer. To a great extent, your employment will depend on information obtained from confidential interviews of persons with whom you have been associated. Such information is confidential, therefore, if you are not hired the reason/reasons cannot be revealed to you, unless required by law.

WAIVER OF PRIVACY RIGHTS

I hereby authorize you to furnish officers of the Luther Police Department with any information concerning my reputation, education, employment history, financial and credit status, physical and mental health. This information will be used to assist members of the Luther Police Department in determining my qualifications and suitability for the position of police officer.

I hereby release you from any liability or damage which may result from furnishing the aforementioned information. Further, I hereby expressly waive and release any special right of access I may have under any statute or common law to the information you furnish about me to officers of the Luther Police Department. A copy/fax of this authorization shall be considered as valid as the original.

Applicant's Signature: _____

Date: _____

Witness: _____

State of _____, County of _____, ss:

Before me, the undersigned Notary Public in and for said County and State, on this day personally appeared, known to me to be _____. The person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purpose and consideration therein expressed.

Given under my hand and seal of office, this _____ day of _____, 20_____

Notary Public: _____

My Commission Number: _____

Commission Expires: _____ (Seal)

THIS IS AN IMPORTANT LEGAL DOCUMENT, READ IT CAREFULLY BEFORE SIGNING.
TOWN OF LUTHER POLICE DEPARTMENT APPLICANT PHYSICAL ASSERTION
RELEASE, WAIVER, AND HOLD HARMLESS

I, the undersigned person, having made an application for the position of police officer for the Town of Luther, hereby admit and state as follows:

1. I hereby freely and of my own free will and volition execute this document.
2. I have been fully advised of the essential job functions of a police officer for the Town of Luther.
3. I affirmatively state I can perform the requirements set forth in the job description.
4. I understand that my overall degree of fitness is required to be a police officer.
5. I have been advised of the nature of the exercises. I knowingly and voluntarily state I can safely perform and agree to participate in the physical exercises, activities, practices, and assessment or evaluations. If for any reason I cannot safely participate in any of these exercises, I will advise one of the training personnel.
6. I understand what will be physically required and the possible dangers and hazards that may be presented by my participation in physical exercises, activities, practices, and assessments and/or evaluations.
7. I understand that while the exercises, activities, practices, and assessments and/or evaluations are timed, it is my responsibility to determine the pace at which I can safely perform these physical activities. Further, I warrant and certify that I am in good physical condition in consideration of my admission to this examination and in recognition of the possible danger to which I voluntarily subject myself by my participation in any and all of these physical activities. I hereby knowingly, freely, and voluntarily waive any right or cause of action, of any kind whatsoever, arising as a result of such activities.
8. In consideration of the Town of Luther having permitted me to participate in physical exercises, activities, practices, and assessments and/or evaluations to become a police officer, I expressly agree that the Luther Police Department, Town of Luther, its officers, officials, agents, and employees shall not under any circumstances be liable or responsible for any injury, damage, or loss to me or to any person making any claim by virtue of any relationship to me, directly or indirectly arising from or related in any manner to the physical exercise, activities, practices and assessments and/or examinations, equipment, personnel, premises, or acts of other participants. I further agree to hold the above-mentioned parties harmless and indemnify them against all forms of loss, all claims, demands or actions that may be brought by anyone on their own behalf arising out of my participation in the examination, including, but not limited to equipment, personnel, premises, or acts of other participants.

Signed this _____ day of _____, 20_____

Applicant's Signature: _____ Print: _____

Witness's Signature: _____ Print: _____



Town of Luther
PO Box 56 / 108 S Main
Luther, OK 73054
(405) 277-3500
www.townoflutherok.com
office@townoflutherok.com

Employment Application

The Town of Luther does not discriminate on the basis of race, color, religion, sex, national origin, age, marital or veteran status, political affiliation, disabled status, or any other legally protected status.

Please print or type the answers to each question clearly and completely. On yes or no questions, please circle the appropriate answer. Applications will be retained in our active files for a period of one year.

Applicant Information

Full Name (Last, First, M.I.): _____ Date: _____

Street Address: _____

City, State, Zip Code _____

Phone: _____ Email: _____

SSN: _____ Date Available to Start: _____ Desired Salary: \$ _____ Position Applied for:

Are you a citizen of the United States? YES / NO If no, are you authorized to work in the U.S.? YES / NO

Have you ever been employed by the Town of Luther? YES / NO If yes, when? _____

Do you have any relatives employed by the Town of Luther? YES / NO If yes, whom? _____

Are you related to any member of the Town Board? YES / NO If yes, whom? _____

Do you possess a valid Oklahoma YES / NO If no, what state? _____ driver's license? DL#: ____ Exp: Class: ____ Have you ever been convicted of YES / NO If yes, explain: _____ a felony?

Please list any Job-Related Licenses or Certificates you possess:

IF APPLYING FOR A POSITION THAT REQUIRES LICENSE OR CERTIFICATION, COPIES **MUST** BE ATTACHED

Certification/License Name & Number

Certification/License Name & Number

Certification/License Name & Number

Education

High School: _____ Address: _____

_____ From: _____ To: _____ Did

you Graduate? YES / NO Diploma: _____ College: _____ Address: _____

_____ From: _____ To: _____

Did you Graduate? YES / NO Diploma: _____ Other: _____ Address: _____

_____ From: _____ To: _____

Did you Graduate? YES / NO Diploma: _____

References

Please list three professional references

Full Name: _____ Relationship: _____
_____ Company: _____ Phone: _____
_____ Address: _____

Full Name: _____ Relationship: _____
_____ Company: _____ Phone: _____
_____ Address: _____

Full Name: _____ Relationship: _____
_____ Company: _____ Phone: _____
_____ Address: _____

Previous Employment

Company: _____ Phone: _____
_____ Address: _____

Supervisor: _____ Job Title: _____ Starting Salary: _____
\$ _____ Ending _____ Salary: _____ \$ _____ Responsibilities: _____
_____ From: _____

_____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES / NO

Company: _____ Phone: _____

Address: _____
Supervisor: _____ Job Title: _____ Starting Salary: _____
\$ _____ Ending Salary: \$ _____ Responsibilities: _____
From: _____
To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES / NO

Company: _____ Phone: _____
Address: _____
Supervisor: _____ Job Title: _____ Starting Salary: _____
\$ _____ Ending Salary: \$ _____ Responsibilities: _____
From: _____
To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES / NO

Use additional sheets if necessary

Military Service

Branch: _____ From: _____ To: _____
Rank at Discharge: _____ Type of Discharge: _____
If other than honorable, explain: _____

I certify that I have reviewed the information supplied by me and that my answers are true and complete to the best of my knowledge. A dishonest answer to any question in this application will cause me to become ineligible for employment or may be grounds for dismissal after a conditional offer of employment has been made. I hereby grant permission to the Town of Luther to investigate and verify any of the information included in this application and to submit to medical examination and pre-employment drug test, if required.

I understand that the Town of Luther has a mandatory drug screen program for job applicants who are offered employment. If I am offered employment by the Town of Luther, I understand I will be required to provide a urinalysis sample and/or blood test for drug screening purposes. The screen will be to identify the presence of controlled or other prohibited substances. Failure of the drug screen or refusal to submit to the screen will result in denial of employment.

I understand that, just as I am free to resign at any time, my employment and compensation is terminable at-will. The Town of Luther may terminate my employment at any time and for any reason whatsoever, with or without good cause and without prior notice. I understand that no representatives of the Town of Luther have the authority to make any assurances to the contrary.

I further understand that this application is not a contract of employment. I hereby release the Town and its agents from all liability in making any investigation and inquiry relative to this application and to abide by all rules and regulations of the town.

Applicant's Signature: _____

Date: _____ NOTICE _____

Under the Oklahoma Open Records Act, your job application and resume are considered to be a public record (subject to public inspection) if you are employed by the Town of Luther. All applications are considered private and confidential until that point.

APPLICANT SURVEY

The Town of Luther adheres to the Equal Employment Opportunity guidelines set forth by the state and federal laws. This information is sought in good faith, will be used for background investigation purposes and will not be used in any way to discriminate against any applicant for employment. Please provide accurate information.

Today's Date: ____ / ____ / ____

Are you a Veteran: Yes / No

Date of Birth: ____ / ____ / ____

Sex: Male / Female

Social Security Number: _____ - _____ - _____ Race or Ethnic Group:

H-Hispanic / B-African American / A-Asian American or Pacific Islander / I-American Indian or Alaskan Native / C-Caucasian

**THE APPLICANT IS STRONGLY ENCOURAGED TO PHYSICALLY PREPARE FOR THIS
EXAMINATION**

JOB DESCRIPTION – POLICE OFFICER

I. GENERAL DESCRIPTION

This job is located in the Police Department and is the entry-level position for all sworn officers. Prior to initial job assignment, the employee is required to complete college level work in the Police Department Recruit Academy, and successfully pass the law enforcement proficiency examination mandated by the Oklahoma Council on Law Enforcement Education and Training (C.L.E.E.T.) for entry level Police Officers. Applicants must also meet the minimum physical standards set forth by the State of Oklahoma in the Oklahoma Police Pension and Retirement Board Administrative Code. Upon completion of CLEET, the probationary officer is assigned to field duty, which consists of both routine and complex law, enforcement responsibilities, and can include assignment in specialized law enforcement units. This job requires the officer to enforce federal and state laws, town ordinances, case laws, and to adhere to departmental policies and procedures. An officer's decisions and actions on the job can have a strong impact on the safety and welfare of the public, and an officer can be involved in situations that result in the loss of life, or in the taking of another person's life. An officer is the most

visible representative of the local government in a range of public relations functions, including; talking to a variety of groups and individuals, communicating with other law enforcement agencies; and talking with professionals such as judges, lawyers, and doctors. The job is also physically demanding, requiring the stamina and strength to work assigned shifts under all environmental conditions, ride in or drive a motor vehicle safely for extended periods of time, defending himself/herself and others in actual physical combat, occasionally lift and move people or heavy objects, and climb, jump, or otherwise surmount physical obstacles, and run various distances.

II. SPECIFIC EXAMPLES OF WORK PERFORMED

The examples provided below reflect the variety of tasks performed by Police Officers as part of their jobs.

A. Mechanical and Physical Activities:

1. Operate a motor vehicle safely for extended periods of time in all environmental conditions and on occasion operate the vehicle at high speeds and in congested traffic situations
2. Assist stranded motorists by jumping dead batteries, changing flat tires, and pushing vehicles
3. Defend self and others by engaging in actual physical combat
4. Stands for long periods of time while directing and controlling traffic by use of hand signals and the blowing of a whistle
5. Clean and fire a variety of police weapons, including pistols, rifles, and shotguns both in the field and to meet department standards of proficiency
6. Lift people and heavy objects, as well as pushes very heavy objects such as a disabled vehicle
7. Learn to type on a mobile computer terminal in a police vehicle as a means of gathering and exchanging information
8. Climb, jump, crawl, or otherwise surmounts physical obstacles, as well as run for various distances
9. Work assigned shifts, which may require adjusting eating and sleeping habits
10. Withstand obnoxious odors and view heinous crime scenes, while identifying and preserving physical evidence of a crime

B. Reporting and Documentation

1. Completing Oklahoma State Uniform Vehicle Accident Report forms
2. Write narrative reports long-handed as required in the performance of duty
3. Complete traffic/criminal citations to issue to violators of town and state laws
4. Dictate narrative reports as required in the performance of duty which are to be transcribed by a clerk-typist
5. Compose interdepartmental memorandums, requests for transfer, and other correspondence as required in the performance of duty

C. Verbal Communication

1. Testify clearly and truthfully in front of a judge and jury in court
2. Interview and interrogate victims, suspects, and witnesses in crime incidents
3. Communicate with other officers in groups and on an individual basis to exchange ideas and information on law enforcement matters
4. Talk on the police radio to communicate with dispatchers and fellow officers
5. Confer with Town Prosecuting Attorney to answer questions and give advice on court cases
6. Deliver speeches to groups of citizens on various law enforcement topics
7. Communicate, daily and in stressful situations with people of varied socioeconomic, education, religious, and cultural backgrounds

D. Quantitative Procedures

1. Prepare traffic accident reports using basic mathematical formulas to compute speed, skid marks, etc.
2. Count large sums of money confiscated as evidence in criminal cases

E. Interpersonal Contacts

1. Respond to domestic disputes and resolves issues in a way that minimizes harm to the disputing parties
2. Provide advice and information to citizens on criminal law and civil law
3. Aid people in filing crime reports and in preventing or solving criminal activity
4. Help resolve citizen/people problems of mutual interest, utilizing terminology and phraseology consistent with the citizen's subculture

F. Judgement and Decision-Making Activities

1. Determine "probable cause" in making arrest of individuals
2. Evaluates the mental stability of an individual to determine if she/she is responsible for his actions, and/or dangerous to self and others
3. Determine when, and under what circumstances, to use non-lethal or deadly force
4. Make decisions on the fastest means to arrive at a call for service based on knowledge or by consulting a map
5. Make decisions as to whether certain activities are criminal in nature and determine proper criminal charges to be placed against an individual
6. Decide what is or is not to be collected and analyzed as evidence in a criminal matter
7. Make crucial decisions under stress, and held accountable for the end result

POLICE APPLICANT BACKGROUND PACKET

Dear Police Applicant:

Enclosed you will find three documents that must be completed, signed, and submitted to the Luther Police Department in order to facilitate a prompt and efficient background process. The documents enclosed include:

- Background Checklist (List of Required Documents)
- Background Information Packet

Failure to properly fill out the above documents and/or submit the required documentation may preclude you from being considered further for conditional employment with the Luther Police Department.

Should you have any questions regarding the above, please feel free to contact the Luther Police Department during normal business hours of 8:00 a.m. to 4:00 p.m. Monday through Friday.

Sincerely,

Chief Johnny Leafly
Luther Police Department

108 S Main/P.O. Box 56
Luther, OK 73054
405-277-3500

AN EQUAL OPPORTUNITY EMPLOYER

Applicant's Name: Date of Birth:

The following documents must be submitted to the Luther Police Department on or before the date specified. If for some reason you are unable to complete or obtain any of the requested documents, please provide an explanation in the space below.

- Police Applicant Background Information Packet
-
- Official High School Transcript(s) or GED Certificate
-
- Official College Transcript(s)
-
- Copy of Military Discharge (DD-214) (If Applicable)
-
- Copy of Military ID (If Applicable)
-
- Copy of Birth Certificate
-
- Copy of Social Security Card
-
- Copy of State Motor Vehicle Driver's License
-
- Copy of CLEET Certification (If Applicable)
-
- Copy of Marriage/Divorce Decree (If Applicable)

Date Requested: Date Received:

Explanation for not submitting requested document(s):

POLICE APPLICANT BACKGROUND PACKET

Name of Applicant:

_____ Last, First Middle

Date of Birth: _____

Month/Date/Year

Current Address:

Street City State Zip Code

Mailing Address (If different): _____ Street City
State Zip Code

PERSONAL HISTORY

Full Name: _____ Last, First Middle

Maiden Name (If Applicable): _____

Current Address: _____ Street
City State Zip Code

Mailing Address (If different):

_Street City State Zip Code

Cell #: _____ Home #: _____ Work #:

_____ Email: _____ Have you

ever legally changed your name? _____ If yes, what was your previous
name? _____

What was the date and location of the name change?

What was the reason for the name change?

_____ List any other names, nicknames, or aliases
you have been known by: _____

Date of Birth: _____

Month/Date/Year

Place of Birth:

_____ City, State
_____ County

Are you a U.S. citizen? _____

Social Security Number: _____ - _____ - _____ Height: _____ Weight:

_____ Hair Color: _____ Eye Color: _____ Marks, Scars, Tattoos:

_____ Marital Status: Single:

_____ Married: _____ Divorced: _____ Separated: _____

Fill out the following only if applicable:

Spouse's Name: _____ DOB: _____ Spouse's

Maiden Name: _____

Spouse's Former Address and Phone Number:

In chronological order, list each and every place in which you have lived for the past 10 years. Start with your present address.

Month/Year Month/Year House Number-Street-City-State-Zip Code

From: _____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____ From:

_____ To: _____ Address: _____

Do you own or rent your current address? _____ If rent, give name,
address, and phone number of the landlord:

The below-listed questions are used as an additional source of information concerning applicants' interpersonal relationships.

List all clubs, societies, and civic/fraternal organizations to which you are an active member or have been an active member:

Are you now, or have you ever been, a member of any subversive, militant, or radical group organized to overthrow the United States government? _____

If yes, please identify the group(s):

Are you now, or have you been a member of any group organized to oppress the civil rights of others based on race, color, creed, religion, national origin, gender, sexual orientation, or physical disability?

If yes, please identify the group(s):

EDUCATION

In chronological order, list all schools attended. If you need more space, please use additional sheets located at the end of the packet.

Name of High School Dates Attended Degree(s) Received

Location of High School:

_____ City, State Zip code

Extracurricular Activities, Sports, Programs, Clubs, etc.:

Name of College/University: _____ Major(s):

Location of College/University:

_____ City, State Zip code

Name of College/University: _____

Major(s): _____

Location of

College/University: _____ City, State Zip
code

Extracurricular Activities, Sports, Programs, Clubs, etc.:

EMPLOYMENT

Starting with the present or most recent employment, and working backwards consecutive, list all employment, including summer and part time work (from the age of 18).

Dates of Employment From: _____ To: _____

Company Name and Address:

Company Phone: _____

Position Held/Description:

Name and Title of Supervisor:

_____ Reason for Leaving:

Dates of Employment From: _____ To: _____

Company Name and Address:

Company Phone: _____

Position Held/Description:

Name and Title of Supervisor:

_____ Reason for Leaving:

Dates of Employment From: _____ To: _____

Company Name and Address:

Company Phone: _____

Position Held/Description:

Special Duties/Training: _____

Type of Discharge: _____

Are you now a member of the Reserve Forces or National Guard? _____ Have you
been in the past? _____

Branch: _____ Rank: _____

Address: _____ Street City State
Zip Code

Dates: _____ - _____

If you have never served in the armed forces of the United States, in the following statement: I,
_____, have never served in the armed forces of the United States.

Applicant's Signature

FINANCIAL HISTORY

List all current financial obligations (i.e., student loans, credit card balances, car
loans, mortgage, child support, alimony, etc.):

Have you ever filed for bankruptcy? _____

Have you ever been refused a credit or had property repossessed? _____

If yes to either or both of the above please give details:

MOTOR VEHICLE RECORD

Are you a licensed automobile operator? _____ State: _____

License Number: _____ Class: _____

Have you ever been convicted of a motor vehicle offense? (This does not include traffic tickets) _____

If yes, give complete details, including date(s) of arrest(s), hearing(s), location(s) of offense(s), charge(s), details of the incident(s), and disposition(s):

Has your driver's license ever been suspended or revoked? _____

If yes, please explain:

Have you ever been given a traffic ticket? _____

If yes, give complete details including charge(s), date(s), location(s) and disposition(s):

Do you currently have any unpaid parking tickets? _____

If yes, give complete details:

GENERAL

Is there anything that would prevent you from working nights, weekends, holidays, or in any way from being able to perform the essential job functions of a police officer? _____

If yes, please explain:

Are you presently applying to, or have you ever applied for employment with any law enforcement agency? _____

If yes, list agencies, current eligibility status, and reasons for non-selection:

Have you ever received any training in law enforcement by any state, local, or federal law enforcement agency? _____

If yes, list agencies, training, and certifications:

Have you ever taken a polygraph examination? _____

If yes, give date(s), and location(s), and reason(s) why:

REFERENCES

Give the names of three people (not relatives or employers) who have known you during the past three years:

Name: _____ Years Known: _____ Phone #: _____

Address: _____ Street City State
Zip Code

Company Name: _____ Occupation: _____

Business Address:

Street City State Zip Code

Name: _____ Years Known: _____ Phone #: _____

Address: _____ Street City State



