

APPLICATION: POLICE DEPARTMENT

Position Applied For _____

1. Name: Last _____ First _____ Middle _____

2. Have you ever been known by any other name? ___ If yes explain fully: _____

3. Social Security Number _____ Drivers License _____ State _____

4. Date of Birth _____ Birthplace: City _____ State _____

5. Current Physical Address: _____

City _____ State _____ Zip _____

6. Current Mailing Address: (if different) _____

City _____ State _____ Zip _____

7. Previous Address (if less than 10 years) _____

City _____ State _____ Zip _____

8. Home telephone: Area Code: _____ Cell _____

9. Marital Status: Single () Married () Separated () Divorced () Widowed ()

10. If married, state the following: Spouse Name: _____ Date of Birth: _____

Employer: _____ Position: _____

Are you required to pay alimony or child support? _____

Are you in compliance with such support payments? _____ If no, explain _____

11. List full names and ages of all dependents:

12. State the following concerning your parents;

Father's Name _____ Address _____

Employer _____ Position _____

Mother's Name _____ Address _____

Employer _____ Position _____

13. State the following concerning your siblings:

Name: _____ Address _____

Name: _____ Address _____

Name: _____ Address _____

Name: _____ Address _____

Initials _____

MILITARY

14. Are you now or have you ever been a member of the Armed Forces of the United State, including the National Guard, Coast Guard or any of the reserve components? _____

If Yes, please provide the following information:

Branch of Service _____

Dates, Active duty _____ Dates Reserve Duty _____

Highest Rank achieved _____

Service Number _____

Date & Type of Discharge _____

If less than Honorable, explain fully:

15. While in service, were you ever charged with violating the Articles of War or any provision of the Uniform Code of Military Justice? _____

If Yes, please state the nature of the charge, the facts, disposition of the matter, and the location and Designation of the military establishment where such proceedings took place.

Attach a Copy of Form DD/214 to this Application.

16. If you have no prior military service, are you registered in compliance with the Military Selective Service Act? _____

Initials _____

EDUCATION

High School Attended _____

Address _____

Date Graduated _____

Diploma Type _____

List all colleges and universities that you have attended:

Name of School _____ City & State _____

Date Attended _____ Degree _____

Name of School _____ City & State _____

Date Attended _____ Degree _____

List any graduate institution attended:

Name of School _____ City & State _____

Date Attended _____ Degree _____

Regardless of whether the record has been expunged, cancelled, or annulled, or whether no record was made, have you ever been dropped, suspended, warned, placed on scholastic or disciplinary probation, expelled or requested to resign from any school, college or university, or otherwise been subject to discipline by any such school or other institution or requested or advised by any such school or institution to discontinue your studies therein? _____

If yes, explain:

Please list any awards, honors, or achievements that you have received:

Do you hold any professional license or certifications? If yes, list: _____

Do you speak a foreign language? If yes, list: _____

List any other qualifications or training you feel would benefit our agency in making a decision regarding

Your employment: _____

Initials: _____

EMPLOYMENT HISTORY

Beginning with your CURRENT employer, list the name and mailing address of your past employers, the business or enterprise, position you held and the beginning and the end of employment. Also list all periods of time since your sixteenth birthday. If unemployed or a student, give dates:

- 1. Name of employer: _____
Dates: From _____ TO _____
Address: _____
Nature of Business _____
Position held _____ Salary _____
Reason for leaving _____

- 2. Name of employer: _____
Dates: From _____ TO _____
Address: _____
Nature of Business _____
Position held _____ Salary _____
Reason for leaving _____

- 3. Name of employer: _____
Dates: From _____ TO _____
Address: _____
Nature of Business _____
Position held _____ Salary _____
Reason for leaving _____

- 4. Name of employer: _____
Dates: From _____ TO _____
Address: _____
Nature of Business _____
Position held _____ Salary _____
Reason for leaving _____

Initials _____

Have you ever been the subject of an internal investigation for any reason during the course of your employment history? If yes, explain: _____

Have you ever been discharged or have you ever resigned from any employment after being told that your conduct or work was not satisfactory or that you were suspected of or was under investigation for any wrongdoing? If yes, explain:

Have you ever been suspended or put on leave from your job for any reason? If yes, explain:

BACKGROUND/CRIMINAL:

List each traffic offense that you have been charged with (including all violations to which you were allowed to enter a "novo" plea, but do not include parking violations) and its disposition. If the original charge was reduced to a lesser charge, so state and give the original charge. If not applicable, check here ().

Date	Place	Offense	Court	Disposition

Has your Drivers License ever been suspended, revoked, or cancelled? If yes, explain:

List each instance in which you, either as an adult or as a juvenile, have been stopped or arrested or taken into custody or questioned or accused formally or informally of the violation of any law. You must disclose each instance even though charges may have not been formally brought against you or they were dismissed or you were acquitted or adjudication was withheld or a conviction was reversed, set aside or vacated or the record sealed or expunged and **REGARDLESS OF WHETHER YOU HAVE BEEN TOLD THAT YOU NEED NOT DISCLOSE ANY SUCH INSTANCE.** Attach a detailed explanation in your own words. If not applicable, check here ().

Date	Place	Offense	Court	Disposition

OBTAIN AND ATTACH A COPY OF ALL COURT RECORDS INVOLVED IN EACH INSTANCE.

Initials: _____

Did any of the above listed instances result in the conviction of a felony? _____

Did any of the above listed instances result in the conviction of a misdemeanor? _____

If yes to either of the last two questions, explain fully:

Have you ever been offered or granted immunity, testified or been called on as a witness in any criminal proceeding in which you were not a party? If yes, explain:

FINANCIAL:

Have you ever had a repossession of any personal property? _____

Have you ever had a foreclosure? _____

Are you currently more than 90 days late on a payment of any debt _____

Have you ever been sued for nonpayment of a debt? _____

Are there any unsatisfied judgments against you? _____

Have you ever filed for bankruptcy/ _____

If yes to any of the above, explain below:

BACKGROUND/GENERAL

Please review the job functions for the position of police officer as outlined in the attached classification spec and recruiting announcement published by the Civil Service Board of Jasper. After reviewing the essential job functions for this position, are there any reasons why you cannot safely perform any of these duties? If so, explain below:

Are you aware that all prospective employees of the Jasper Police Department must successfully complete a medical examination, background investigation, drug screen and possible other screens? _____

How were you referred to this police agency? _____

Do you personally or otherwise know any employee of the City of Jasper in any department? _____

If yes, please list: _____

Initials: _____

Are you related in any degree of kinship to any employee of the City of Jasper in any department? _____ If yes, please list: _____

If requested to do so, do you agree to submit to a C.V.S.A. examination? _____

Is there any other instance or occurrence in your life, which is not otherwise referred to in this questionnaire, which would affect your employment with the Jasper Police Department? _____ If yes, explain:

PERSONAL

Do you currently or have you ever attended college? If so, where _____

Do you exercise? If so, how often _____

List any hobbies:

Are you now, or have you ever been a member of any branch of the Armed Forces, including National Guard or Reserve Units? If so, what unit _____

Do you own any weapons? If so, what type? _____

How do you spend your leisure time? _____

What responsibilities do you hold with your present or last job _____

When did you first become interested in this type work? _____

List your long-term goals. _____

List your short-term goals _____

Do you see yourself as a leader or follower? _____

How do you think others perceive you? _____

What motivates you? _____

What do you identify as your personal strengths? _____

What do you identify as your personal weaknesses? _____

Initials: _____

What qualities can you bring to this position, which would contribute to the overall performance of the Jasper Police Department? _____

What do you expect from this job? _____

Why do you feel that you are the most qualified person for this job? _____

The City of Jasper is an equal opportunity employer. We hire, promote, and take all other personnel actions without regard to race, color, sex, religion, national origin, age, disability, veteran status, or military service connection. We provide reasonable accommodation to the known disabilities of applicants and employees, and accommodate the religious beliefs and practices of employees, provided that such accommodations do not work undue hardship upon The City.

“I UNDERSTAND, REPRESENT, AND VOLUNTARILY AGREE THAT: 1) ALL THE INFORMATION I HAVE FURNISHED IN CONNECTION WITH THE APPLICATION IS COMPLETE, TRUE AND CORRECT, 2) ANY MISREPRESENTATION OR OMISSION IS GROUNDS FOR DISMISSAL, 3) IF I AM EMPLOYED BY THE CITY, I WILL COMPLY WITH ALL OF ITS WORK RULES AND THE DRUG AND ALCOHOL TEST AS A CONDITION OF MY EMPLOYMENT, 5) THE CITY DOES NOT TOLERATE HARASSMENT OF ITS EMPLOYEES, I PLEDGE NOT TO TOLERATE IT EITHER AND I WILL REPORT TO THE OFFICIALS DESIGNATED BY THE CITY TO RECEIVE SUCH REPORTS, ALL INSTANCES OF HARASSMENT THAT I SEE OR THAT HAPPENS TO ME, AND 6) THE CITY MAY CONTACT MY PREVIOUS EMPLOYERS, SCHOOLS, AND REFERENCES TO OBTAIN ADDITIONAL JOB-RELATED INFORMATION ABOUT ME. I HEREBY RELEASE FROM LIABILITY THE CITY AND ITS REPRESENTATIVES FOR SEEKING INFORMATION AND ALL OTHERS WHO WILL FURNISH INFORMATION.”

Signature of Applicant: _____ Date: _____

Jasper Civil Service Board – PO BOX 1589, JASPER ALABAMA 35501

(400 WEST 19TH STREET. Jasper, Al.)

Jasper Civil Service Board: 205-221-8505

You MUST send a copy of the following documents with your application or it will be returned:

- 1. Current Alabama Driver’s License**
- 2. Social Security Card**
- 3. Birth Certificate**
- 4. High School Diploma (State accredited) or GED**
- 5. Three letters of recommendation (non-family)**
- 6. College diploma if required**
- 7. Any other “required” documents**