# **Application for Police Service**

## **HIGHLAND HEIGHTS POLICE DEPARTMENT**

## **Personal:**

Last name	First	Middle		
Present Address		City	State	Zip Code
Previous Address (if pres	sent is less than two	) years)		
Social Security Number	Telepł	none Number	Are you o	ver 21? YES NO
Emergency number & Co	ontact person #1	Emergency	y number & Co	ontact person #2

#### **Education:**

List all schools attended with most recent first.

Name & address of school	Dates attended	Did you Graduate	Course study/field
1.			
2.			
3.			
4.			

Do you plan on furthering your education?

If yes, when?

#### **Special Skills and Qualifications:**

Do you speak a foreign language? \_\_\_\_\_ If so, which one? \_\_\_\_\_

Please describe your proficiency in reading, writing, speaking and understanding that foreign language.

List any special license or certification you have.

List any special skills you possess, including computers or other equipment.

Do you possess a valid driver's license?	State	Number

Have your driving privileges ever been revoked? \_\_\_\_\_\_ If so, please explain.

Military service?	Branch	Dates		
Rank(s)		Discharge?		
Are you currently under any military obligation (Reserves, etc.)?				
If so, please describe in ful	ll detail.			

#### Activities:

List any organizations or groups of which you have been, or are, a member, which have a direct bearing upon your qualifications for police work.

List any hobbies or interests which have a direct bearing upon your qualification for police work.

#### **Background:**

Are you willing to work a required shift, including holidays, weekends and night shifts? \_\_\_\_\_\_ Have you ever been convicted of a felony? \_\_\_\_\_\_ If yes, please describe in full detail \_\_\_\_\_\_

Are you willing to submit to the following as part of your potential employment evaluation?

	Yes or No
Drug testing	
Physical examination	
Psychological examination	
Polygraph examination	
Criminal background check	
Fingerprint check	

Do you have any physical limitation that will hinder you in performing the duties of police work? If so, please explain.

#### **Employment Record:**

List all previous employment. List the most recent or current job first. If a position was part time or seasonal, please list as such.

Month & Year	Name & Address of	Salary	Position	Reason for
	Employer			Leaving
From:				
To:				
From:				
To:				
From:				
To:				
From:				
To:				
From:				
To:				
From:				
To:				

#### **Personal References:**

List three (3) non-work related references (may be relatives and/or friends).

Name	Address	Phone #	Association

#### **Work-Related References:**

List three (3) work-related references (may <u>not</u> be a relative)

Name	Address	Phone #	Association

#### **Pertinent Facts:**

List any facts you would like to voluntarily present to us in which, in your opinion, may help us to evaluate your qualifications as a police applicant.

I certify that there are no misrepresentations, omissions, or falsifications in the foregoing statements and answers and that the entries made by me are true, complete and correct to the best of my knowledge and belief and are made in good faith. I further agree to consent, in advance, to be summarily discharged without cause or hearing, if any of the above information contains any misrepresentation or falsification or any material information has been omitted. In the event that I am employed by the City of Highland Heights Police Department, I agree to comply with all of its orders, rules and regulations. I hereby authorize my former employers to give any information regarding my employment with them, and in addition, to furnish any other information they may have concerning me. I hereby release any such person from any and all liability for any damage whatsoever incurred in furnishing such information.

Date

The City of Highland Heights 176 Johns Hill Road Highland Heights, KY 41076

**Grey Meyers, Mayor** 

Highland Heights Police Department Phone (859) 441-8956 Fax (859) 441-8963

### **\*\*WE ARE AN EQUAL OPPORTUNITY EMPLOYER**