

POLICE OFFICER APPLICATION

LAST :

FIRST:

MIDDLE:



HIAWATHA POLICE DEPARTMENT

**CITY OF HIAWATHA
KANSAS**

OFFICE USE ONLY:

RECEIVED BY: _____

DATE: _____



Hiawatha Police Department

413 Oregon

Hiawatha, KS 66434

(785) 742-2156

Fax (785) 742-3604

bmauslein@cityofhiawatha.org

www.cityofhiawatha.org

We consider applicants for all jobs without regard to race, color, religion, sex, national origin, age, the presence of a non-job related medical condition or disability, or any other legally protected status. We will not refuse to hire a disabled applicant who is qualified to perform the essential functions of the job with reasonable accommodation. Applicants must take residence in a designated community geographical area if employed and must continue to reside within the area while employed. Specific residency requirement information is available from Administrative Offices. The City of Hiawatha conducts pre-employment drug testing.

**Complete Application in Full...Please use a pen and print clearly
Incomplete applications will not be considered for employment.**

Date of Application: _____

PERSONAL INFORMATION:

_____ Last First MI

_____ Address City State Zip

Home Phone: _____ Cell Phone: _____

Social Security Number: _____ E-Mail: _____

EMPLOYMENT DESIRED:

Position Applying For: _____

Date you can start: _____ Desired Salary: _____

Are you employed now? _____ If so may we contact your current employer? _____

Ever applied to this company before? _____ Where? _____ When? _____

Referred by: _____

REFERENCES:

NAME _____ ADDRESS _____ CITY,STATE, ZIP _____ DAYTIME PHONE _____ RELATIONSHIP _____ (No Relatives)	NAME _____ ADDRESS _____ CITY,STATE, ZIP _____ DAYTIME PHONE _____ RELATIONSHIP _____ (No Relatives)
NAME _____ ADDRESS _____ CITY,STATE, ZIP _____ DAYTIME PHONE _____ RELATIONSHIP _____ (No Relatives)	NAME _____ ADDRESS _____ CITY,STATE, ZIP _____ DAYTIME PHONE _____ RELATIONSHIP _____ (No Relatives)

NOTE:

Any candidate who does not meet the following minimum employment standards will be disqualified for further consideration:

1. Do you meet the following minimum employment qualifications:

- a. Are you a United States citizen? Yes No
- b. Are you a high school graduate or do you possess a GED equivalent? Yes No
- c. Are you 21 years of age or older? (DOB: _____) Yes No
- d. Do you have a valid driver's license? Yes No

If "Yes": State of Issue: _____

DL Number: _____

- e. If military service has been rendered and completed, do you have an honorable discharge or a discharge under honorable conditions? N/A Yes No

2. Since attaining the age of 18, have you been convicted of any morals charge, or its equivalent under the Uniform Code of Military Justice? Yes No

3. Have you been convicted by any municipal, district, state, Federal, or military court of any felony crime, or its equivalent Under the Uniform Code of Military Justice? Yes No

4. Have you been convicted of any of the following violent crimes during the preceding three (3) years:

Assault? Yes No

Child Abuse? Yes No

Sexual Assault? Yes No

Resisting Arrest? Yes No

5. Do you have any convictions, diversions or expungements by state or the federal government for the crime of domestic violence or its equivalent under the Uniform Code of Military Justice?

Yes No

6. Do you have any convictions, diversions or expungements of Driving Under the Influence or refusal to submit for a sobriety test during the preceding five (5) years?

Yes No

7. Have you had more than (3) moving traffic violations during the preceding 12 months? (i.e., speeding, reckless driving, etc.)

Yes No

- I understand candidates are required to be in good health and physical condition, and to maintain themselves in such condition throughout the term of any employment with the City of Hiawatha. Candidates are to have visual acuity of 20/20 or be correctable to such. Candidates must also display adequate binocular and color vision.
- I understand that any candidate who has committed and failed to disclose any of the following illegal activities will be disqualified for further consideration when such is discovered during the selection process.

- ◊ Commission of morals crimes
- ◊ Commission of property crimes during the preceding two (2) years.
- ◊ Cocaine or opiates possession or use during the preceding five (5) years.
- ◊ Steroid or marijuana possession or use during the preceding twelve (12) months.
- ◊ Illegal possession or use of all other regulated drugs during the preceding two (2) years.
- ◊ Any undetected commission of felony crimes.

Any information relative to criminal prosecution will be made available to the proper jurisdiction.

APPLICANT'S STATEMENT

All offers of employment will be conditional and subject to the passing of a pre-employment physical, drug scree and applicant driving record must be acceptable by the city's insurance carrier.

In consideration of my employment, I agree to conform to company's rules and regulations, and I agree that my employment and compensation can be terminated, with or without notice, at any time, at either my or the cities option. I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by the city.

I certify that information given in this application is, to the best of my knowledge, true and complete. I hereby authorize such complete background investigation, including but not limited to all statements contained in the application for employment, as may be necessary in arriving at an employment decision. If I am employed by the City of Hiawatha based on this application. I understand that false or misleading information given in my application or interview(s) may result in discharge.

Signature of Applicant

Date

EDUCATION:

School Level	School Attended	Address	Years Completed	Major	Degree/#Credits
High School			9 10 11 12		
Community or Junior College			1 2		
College/University			1 2 3 4		
Business or Trade School			1 2		
Graduate School					

U.S. MILITARY SERVICE:

If you have served in the U.S. Military, please provide the following information:

Branch of Service: _____

Dates Served: From: _____ To: _____

Type of Discharge: _____

EMPLOYMENT RECORD: Complete your employment record for at least the past 10 years. Please explain any gaps between jobs on the last page in "comments". Begin with most recent employment:

Current employer: _____ Address: _____

From: _____ To: _____ Job Title: _____ Telephone: _____

May we contact your present employer for reference? Yes No Supervisor: _____

Briefly explain duties: _____

Reason for leaving: _____ Ending salary: \$ _____



Past employer: _____ Address: _____

From: _____ To: _____ Job Title: _____ Telephone: _____

May we contact your present employer for reference? Yes No Supervisor: _____

Briefly explain duties: _____

Reason for leaving: _____ Ending salary: \$ _____



Past employer: _____ Address: _____

From: _____ To: _____ Job Title: _____ Telephone: _____

May we contact your present employer for reference? Yes No Supervisor: _____

Briefly explain duties: _____

Reason for leaving: _____ Ending salary: \$ _____



Past employer: _____ Address: _____

From: _____ To: _____ Job Title: _____ Telephone: _____

May we contact your present employer for reference? Yes No Supervisor: _____

Briefly explain duties: _____

Reason for leaving: _____ Ending salary: \$ _____



Which of these jobs did you like best? _____

What did you like most about this job? _____

GENERAL:

Subjects of special study or work _____

Special Skills _____

List any other skills you have including professional or technical licenses: _____

Residences:

List addresses for past 10 years starting with present address at top:

From Mo/Yr	To Mo/Yr	Address of Residence	City & State	Landlord

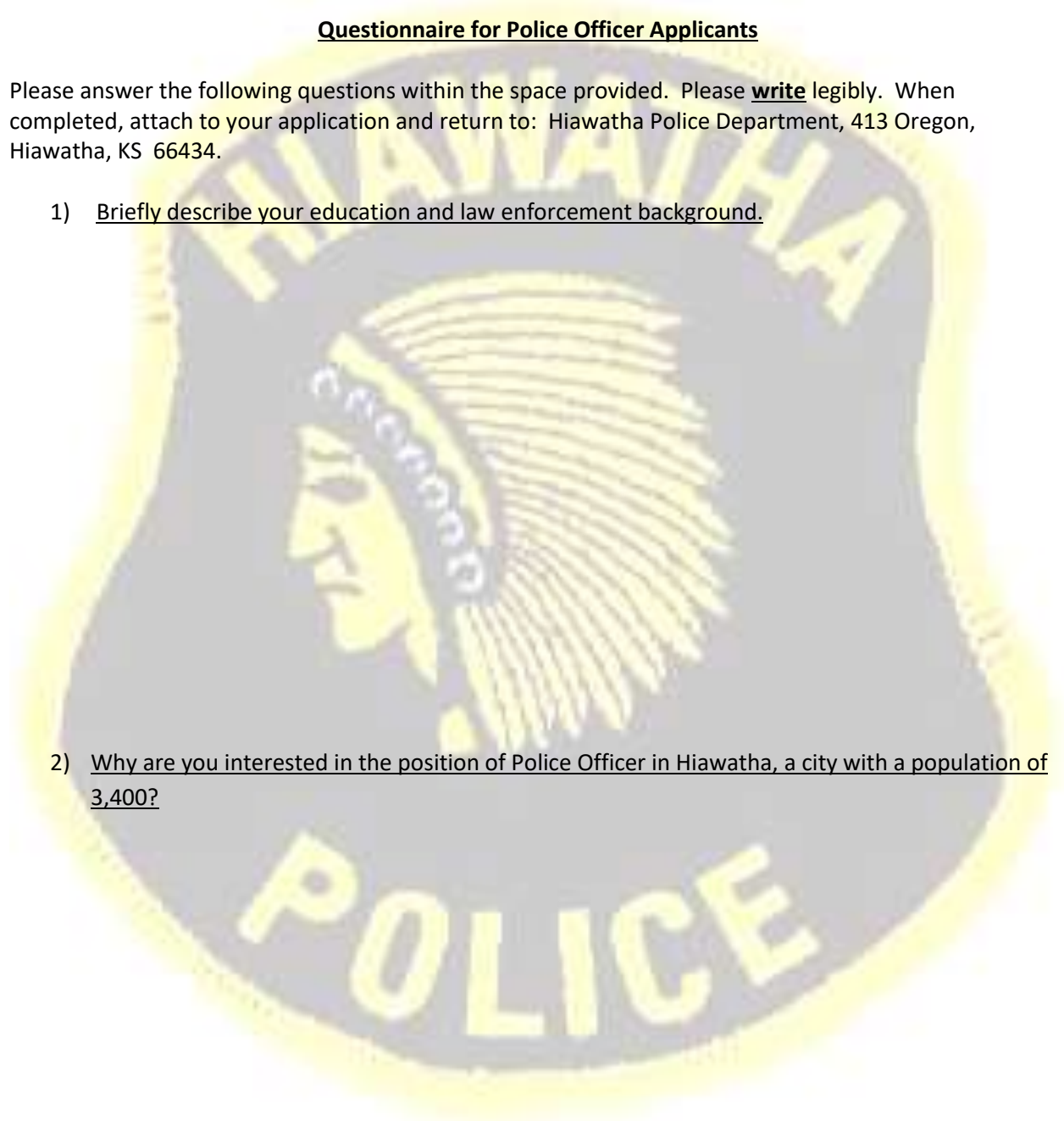
CITY OF HIAWATHA
POLICE DEPARTMENT

Questionnaire for Police Officer Applicants

Please answer the following questions within the space provided. Please **write** legibly. When completed, attach to your application and return to: Hiawatha Police Department, 413 Oregon, Hiawatha, KS 66434.

1) Briefly describe your education and law enforcement background.

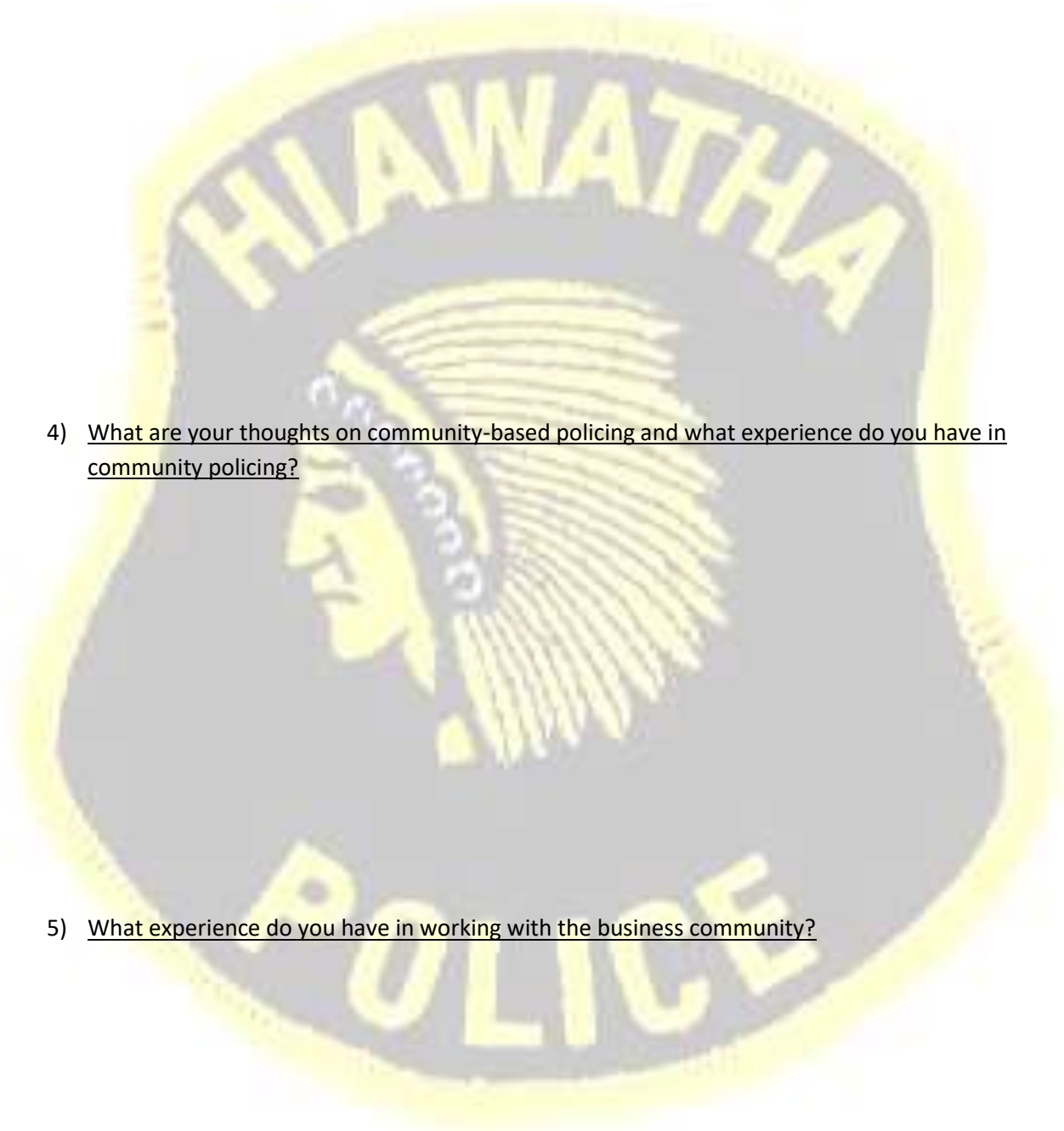
2) Why are you interested in the position of Police Officer in Hiawatha, a city with a population of 3,400?



3) What are your career goals for the next five (5) years? The next ten (10) years?

4) What are your thoughts on community-based policing and what experience do you have in community policing?

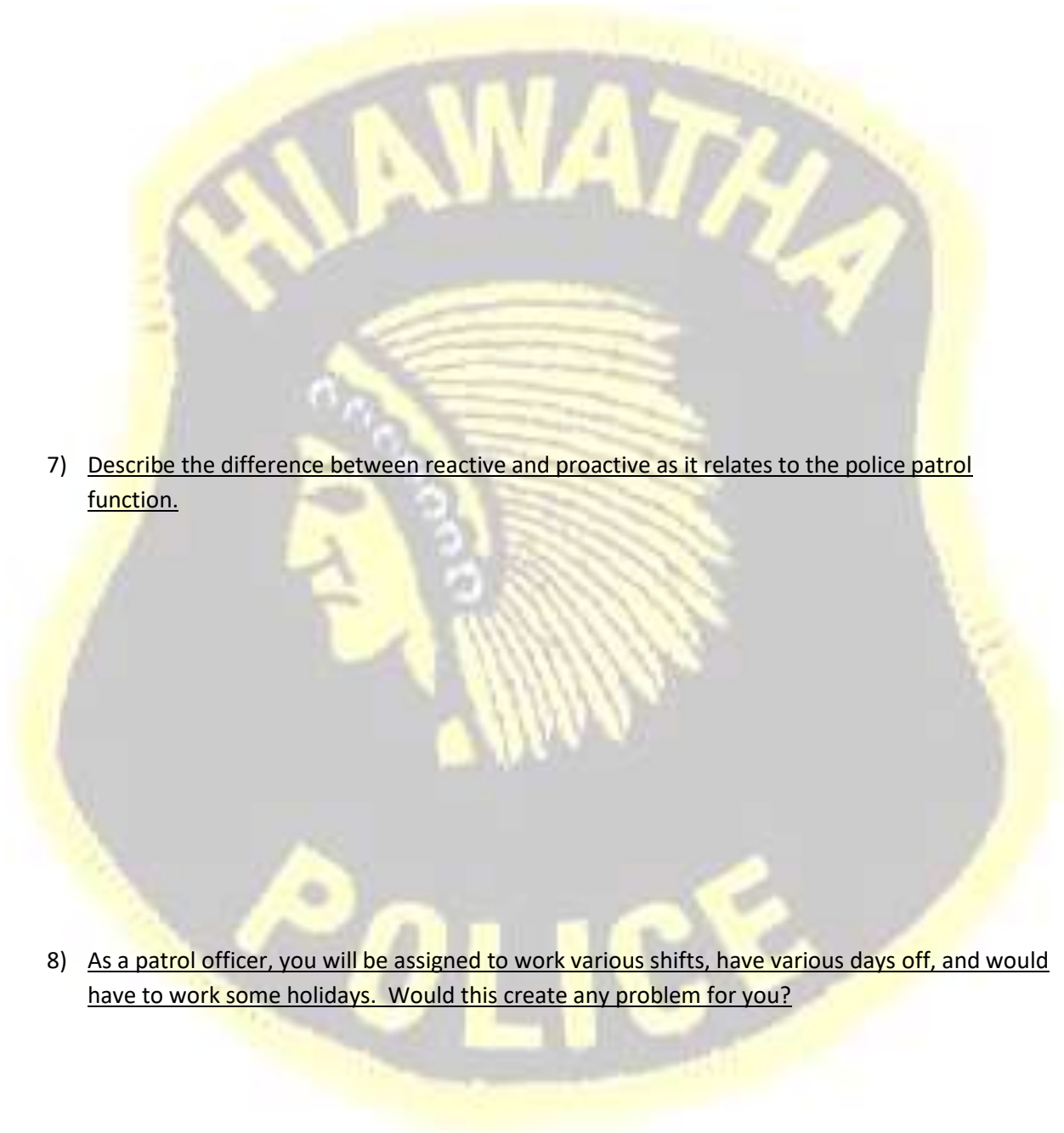
5) What experience do you have in working with the business community?



6) Do you have any experience in nuisance abatement? If so, please explain.

7) Describe the difference between reactive and proactive as it relates to the police patrol function.

8) As a patrol officer, you will be assigned to work various shifts, have various days off, and would have to work some holidays. Would this create any problem for you?



WAIVER OF LIABILITY AND RELEASE FORM

In consideration of the City of Hiawatha, hereinafter referred to as the Agency, processing of my application for employment, I, _____ hereby irrevocably agree to the following terms and conditions:

1. The term “background investigation” as used in this document refers to any and all information and sources of information that the Agency, in its sole discretion, may deem necessary to obtain or contact, to determine my fitness as a candidate for employment with the Agency.
2. I hereby release from liability and promise to hold harmless under any and all possible causes of legal action any officer, agent or employee of the Agency who may conduct my background investigation.
3. I hereby release from liability and promise to hold harmless, under any and all possible causes of legal action, any and all persons or entities who shall furnish any information or opinions to the officers, agents or employees of the Agency who conduct my background investigation.
4. I authorize any person or entity contacted by the Agency’s officers, agents or employees during the course of my background investigation, to furnish to such officers, agents or employees any information or opinions they may have, and hereby expressly waive any and all legal privileges I may have including but not limited to the attorney-client privilege, the physician-patient privilege, the psychotherapist-patient privilege, the clergyman-penitent privilege, the husband-wife privilege, and the accountant-client privilege.
5. I hereby release from liability and promise to hold harmless, under any and all possible causes of legal action, the political subdivision, the Agency or any of its officers, agents or employees for any statements, acts or omissions in the course of my background investigations.
6. I expressly waive all of my legal rights and causes of action to the extent that the Agency background investigation may violate or infringe upon these legal rights and causes of action.
7. I expressly agree that I will never, under any circumstances, attempt to obtain the results of my background investigation as conducted by the Agency, realizing that such information must of necessity remain confidential.

This release from liability given by me to the political division, the Agency, its officers, agents and employees, and all others as mentioned above, shall apply to any right or action of any nature whatsoever that might accrue to myself, my heirs or my personal representative.

A PHOTOCOPY OF THIS WAIVER WILL BE VALID AS AN ORIGINAL.

This document is signed by me, of my own free will and accord and without duress or coercion. No threat or promise has been made to me by any member of the Department

READ CAREFULLY BEFORE SIGNING

Date _____ Signature _____

Driver’s License Number: _____ State: _____