

POLICE DEPARTMENT EMPLOYMENT APPLICATION

City of King City Police Department

DIRECTIONS: Please print in black or blue ink or type. Answer each question, if a question is not applicable write N/A in the space. If additional space is required use a separate sheet of paper, making sure the reply is carefully identified. The information requested will become part of the background investigation and any subsequent personnel file. **DO NOT MISSTATE OR OMIT ANY REQUESTED INFORMATION.** All information provided is subject to verification and any false or misleading information shall be grounds for denial of employment or separation from employment with the King City Police Department.

Date of Application: _____ **Position Applied for:** _____

Full Name:
(Last) _____ (First) _____ Middle _____

Alias/Other Names _____

Current Address _____

Current Telephone Number _____ **Cell Number** _____

E-Mail Address: _____

Social Security Number _____ **Date of Birth:** _____

Height: _____ **Weight** _____ **Eye color** _____ **Hair color** _____

Distinguishing marks/scars/tattoos: _____

Are you a US citizen? _____ Do you have a valid driving license _____

License state of issue: _____ License No. _____

Do you own a vehicle? _____ Do you have current insurance on the vehicle _____

If yes, name of Insurance Co., agent's name and address _____

Have you ever been convicted of a felony or misdemeanor crime/ _____ if yes list the crime and circumstances of the conviction _____

If convicted of a felony were you incarcerated? _____ How long _____ Where _____

Have you ever been convicted of a crime involving illicit drugs? _____ if yes, explain the circumstances and subsequent results _____

Military Service

Have you served in the US military? _____ Branch of Service _____

Length of service _____ Type of discharge _____

Are currently in the reserves or National Guard? _____ Unit _____

Present commanding officer and unit address _____

Have you served in the military of a foreign country? _____ Explain _____

Education:

High school _____ Where _____ Date of graduation _____

Certificate of Equivalency (GED) _____ Date _____

Have you attended college? _____ List all colleges or vocation schools that you have attended dates of attendance, courses of study, and credits or degrees:

List any special training, licenses or certificates:

Have you attended a Law Enforcement or Corrections training academy? _____ if yes, list the dates of attendance, location, certifying agency, and the type of certificate received. _____

Medical History:

All successful candidates will be required to pass a physical exam based on the physical requirements of the Oregon Department of Public Safety Standards and Training (DPSST).

Are you aware of any past or present medical problem or condition that might impair, prevent, or interfere with your ability to perform the physical aspects of being a police officer? _____ If yes, please describe the condition or problem _____

List any treatment(s) or medication(s) that you are taking for the above condition(s) or problem(s): _____

Name and address of your primary care physician _____

Name and Address of any specialist or other physician currently treating you _____

List any drugs that you are presently using:

Employment History:

List your last three employers beginning with current employer:

1. Employer and address: _____
Dates of employment: _____
Job title/duties: _____
Supervisor _____ Contact no. _____
Reason for leaving: _____

2. Employer and address: _____
Dates of employment _____
Job title and duties _____
Supervisor _____ Contact No. _____
Reason for leaving _____

3. Employer and address: _____
Dates of employment: _____
Job title and duties: _____
Supervisor: _____ Contact No: _____
Reason for leaving _____

References:

List four (4) personal references that you have known for at least five (5) years. Do not include relatives.

Name: _____

Address _____

Telephone _____ Relationship _____

Name: _____

Address: _____

Telephone: _____ Relationship _____

Name: _____

Address: _____

Telephone: _____ Relationship _____

Name _____

Address: _____

Telephone; _____ Relationship _____

If appropriate, name of spouse/significant other:

Name _____

Address: _____

Telephone: _____

Residences:

List your residences for the past ten (10) years: List your current address first.

(1) Address: _____

From _____ to _____

(2) Address: _____

From _____ to _____

(3) Address _____

From _____ to _____

(4) Address: _____

From _____ to _____

I hereby certify that this application contains no misrepresentations or falsifications and that the information provided is the truth and is accurate to the best of my knowledge. I understand that any misrepresentation or omissions of facts on this application are justifiable causes for cancellation of the application and/or dismissal from employment with the City of King City, Oregon.

I specifically and unconditionally authorize the City of King City, Oregon, its Police Department and /or appointed agent or representative to verify any and all information contained in this application. I release the City of King City, Oregon and its Police Department, its representatives, its agents or other representative persons from any liability for releasing any information.

Date _____

Name: (print) _____

Signature _____

(Signature must be validated by a notary)

Subscribed and sworn to before me this _____ day of _____, 200__

Notary Public for the State of _____

My commission expires on the _____ day of _____, 200__

KING CITY POLICE DEPARTMENT

Authority For Release of Information

Last Name, First Name, Middle Name

Social Security Number

Street Address

City, State, Zip Code

Place of Birth: City, County, State, Country

Date of Birth Sex

I, _____, state that I have applied for a position with the King City Police Department and hereby authorize a review of and full disclosure of all records, or any part thereof, concerning myself, by and to any duly authorized agent of the King City Police Department, whether the said records are public, private, or confidential nature.

This authorization constitutes my consent for full and complete disclosure of the records of educational institutions; financial or credit institutions, including records of deposits, withdrawals and balances of checking and saving accounts, and loans, public utility companies, employment and pre-employment records (other than consumer or credit reports), including background reports, efficiency ratings, complaints or grievances filed against me and all documentation related to such complaints, and salary records; real and personal property tax statements and records, and other financial statements wherever filed; records of complaint, arrest (which may or may not be relevant depending on the circumstances), trial and /or convictions for alleged or actual violations of law, including criminal, civil, and/or traffic records; records of complaint of a civil nature made by or against me, wheresoever located, and to include the records and recollections of attorneys at law, or other counsel, whether representing me or another person in any case in which I presently have or have had an interest.

My intent in providing this authorization is to provide full and free access to the background and history of my personal life, for the specific purpose of pursuing a background investigation which may provide pertinent data for the King City Police Department to consider in determining my suitability for employment by the department. It is my specific intent to provide access to personal information, however personal or confidential it may appear to be, and the sources of information specifically identified herein.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for employment by the King City Police Department. I understand that all materials pertaining to this background investigation become property of the King City Police Department and will not be returned to me. I also waive any right I may have to review information compiled concerning me and authorize the King City Police Department to promise confidentiality to those who are contacted.

This authorization does not apply to any consumer report (as that term is used in the Fair Credit Reporting Act) and is interpreted as being consistent with the Fair Credit Reporting Act.

I AGREE TO INDEMNIFY AND HOLD HARMLESS ANY PERSON TO WHOM THIS REQUEST IS PRESENTED AND HIS/HER AGENT AND EMPLOYEES, FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, ARISING OUT OF OR BY REASON OF COMPLYING WITH THIS REQUEST. I FURTHER UNDERSTAND THAT SOURCES OF CONFIDENTIAL INFORMATION CANNOT BE REVEALED TO ME, AND REQUEST THAT ANYONE PRESENTED WITH A COPY OF THIS RELEASE CANDIDLY AND CONFIDENTIALLY ANSWER ANY QUESTION ASKED ABOUT ME BY A KING CITY POLICE DEPARTMENT REPRESENTATIVE.

Must be signed in the presence of a notary

A photocopy of this form will be valid as an original hereof, even though the said photocopy does not contain an original writing of my signature. This release shall remain valid for twelve months (12) months from the date I sign it.

Applicant's Signature

Date

State of _____
County of _____

The applicant appeared before me this ____ day of ___, 20__ and acknowledged this release to be a voluntary act.

My commission Expires on _____

Notary Public

Lateral Officer Hire Minimum Requirements:

- **Be 21 years of age or older**
- **Be a United States citizen**
- **Have a high school diploma or GED equivalent and 3 years law enforcement experience as a paid police officer or sheriff's deputy**
- **Possess a valid driver's license**
- **Have a current DPSST Basic certification or qualify for Basic certification within ninety days of hire.**
- **Be able to pass:**
 - A departmental drug screen
 - Psychological exam
 - Background investigation

Process:

Part 1 Complete job application.

Part 2 Background investigation

Medical exam/Drug Screen

Psychological exam

Part 3 Executive Interview with City Manager and Chief of Police

Employment Conditions and Benefits for Lateral Officer Hires:

- Must reside within Washington, Multnomah, Clackamas, Columbia, Yamhill, or Marion Counties in the State of Oregon or Clark County in the State of Washington within one year of appointment.
- Lateral Officers- must have a basic certificate or higher from Oregon DPSST. Lateral officers have a probationary period of twelve months from date of hire.
- Sworn officers work a 40 hour week, either a 4/10 or 5/8 with a scheduled starting and ending time.
- Shifts are rotated three times per year
- Sworn employees receive the following benefits:
 - Union representation – King City Employees Association
 - Compensation –The wage range for FY 16-17 is \$4143 to \$5289/monthly. With a 2.5% premium with a DPSST Intermediate Certificate and a 2.5% premium with a DPSST Advanced Certificate. Starting wage for lateral officers is dependent on experience as a law enforcement officer.
 - Overtime pay for work in excess of forty hours a week or eight hours a day.
 - Paid vacations
 - Education reimbursement
 - Participation in the Oregon Public Employees Retirement System (PERS)
 - Uniforms, sidearm, and web gear provided by the City
 - Health, including vision, and dental plan provided by the City
 - Life and accidental death insurance provided by the City