

LAW ENFORCEMENT EMPLOYMENT APPLICATION

GOODLAND POLICE DEPARTMENT

204 W. 11th Street

GOODLAND, KANSAS 67735

785-899-4570

INSTRUCTIONS TO THE APPLICANT

To receive appointment as a law enforcement officer with this agency, you must at the time of employment meet the following criteria:

1. You must be at least twenty-one (21) years of age.
2. You must be a United States citizen.
3. You must have no felony conviction(s), including any felony conviction(s) that may have been expunged.
4. You must have no felony behavior involving use, production, transportation or sale of illegal drugs or narcotics.
5. You must have a high school diploma or its equivalence.
6. You must currently have, or be able to obtain, a Kansas Drivers License.
7. You must be able to qualify for vehicle insurance in the use of a motor vehicle.
8. You may be required to meet certain job related sight and hearing standards required to meet essential job functions.
9. As a condition of employment, you may be required to pass the following job related:
 - A. Physical Agility Test
 - B. Background Investigation
 - C. Psychological Examination
 - D. Polygraph Examination
 - E. Drug Screen
 - F. Medical Examination

The completion of this form is a requirement for consideration for employment with this agency.

All statements are subject to verification.

Inaccuracies or incomplete statements may prevent you from being hired by this agency and may be cause for your removal from the hiring list.

If you need assistance in completing this application or any other accommodations, please contact the personnel office.

In accordance with the Privacy Act of 1974, disclosure of your social security number is voluntary. The social security number will be used for identification purposes to ensure that proper records are obtained.

I have read and understand the above instructions and do agree to the terms and conditions of completing the application.

Name _____ Date _____

If you have met the aforementioned qualifications and understand the requirements for obtaining employment and wish to continue, answer the following questions.

POSITION APPLYING FOR: _____

PERSONAL INFORMATION:

Name _____
Last First Middle

Address _____ City _____ State _____ Zip _____

Residence Telephone _____ Other Telephone Number _____

Are you a United States Citizen? _____ Yes _____ No Social Security Number _____

This position requires that the person qualify and obtain a Kansas Drivers License, as well as qualify for automobile insurance. Please answer the following questions.

Current Drivers License Number _____ State _____

Have you been convicted of any criminal offenses other than minor traffic violations?
_____ Yes _____ No

If yes, please explain:

Have you been convicted of a felony, including any expunged and annulled felony record from this state, any other state or any military jurisdiction that would be considered a felony in Kansas. _____ Yes _____ No

If yes, please explain:

Do you have any criminal charges pending? _____ Yes _____ No

If yes: Type of Charge _____
Date _____
Location _____

Disclosure of a misdemeanor criminal record will not necessarily disqualify you from employment consideration. Each conviction will be evaluated on its own merit with respect to time, circumstances and seriousness, in relation to the job for which you are applying. However, failure to disclose such information may result in disqualifying you from employment consideration or termination of employment.

EDUCATION:

A position as a law enforcement officer requires you to have a high school education or its equivalent. Please complete the table shown below.

	Name of School	Location	Dates Attended	Major Studies	Hours Obtained	List Diploma or Degree received
High School Or Equivalent						
College						
Graduate School						
Trade or Vocational School						

Please list those skills you have acquired that are relevant to the job(s) for which you are applying. _____

EMPLOYMENT:

List below present and all past employment, beginning with your most recent.

Position Held Name and Address of Company and type of Business	From mo/yr	To mo/yr	Starting Salary (Monthly)	Last Salary (Monthly)	Reason For Leaving	Name Of Supervisor
	Briefly describe the work you did:					
Telephone						

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	Briefly describe the work you did:					
Telephone						

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Telephone						

Account for any time that you were unemployed by stating the date and nature of your activities:

Do you authorize us to inquire about you from your present employer? _____ Yes _____ No

I certify that I have made no misrepresentation in this application and I have not withheld information in my statements and answers to questions. I hereby give my full permission for any and all information in this application to be investigated. I am aware that any misrepresentation may cause my application to be rejected or may cause dismissal if I am hired before such misrepresentation are discovered. I understand that any material matter contained in this application, which is false or misrepresents the true facts with the intent to induce official action is False Writing, A Class D felony, in violation of K.S.A. 21-3711.

Signature of Applicant

Date

GOODLAND POLICE DEPARTMENT

CONFIDENTIAL INFORMATION AGREEMENT FORM

I, _____ understand that a thorough investigation will be conducted to determine my qualifications for the position of Police Officer with the City of Goodland. Further, that to a great extent, my employment will depend on the information obtained in confidential interviews with persons whom I have associated. Therefore, I understand that such information is confidential and the City cannot reveal the reasons why an applicant is removed from the selection process, and/or not offered employment.

I further understand that if the reason(s) for my non-acceptance are of a temporary nature whereby I should be accepted at a later date, I will be notified.

I have read and fully understand the foregoing statement.

Applicant

Date

Subscribed and sworn before me this _____ day of _____, _____

(SEAL)

Notary Public

