

* email _____

**CITY OF SILVER LAKE
EMPLOYMENT APPLICATION
Applicant Questionnaire**

READ CAREFULLY: Please type or print legibly. False or misleading statements will be cause for rejection of this application. If not filled out satisfactorily, this application may be rejected on the grounds of incompleteness or inability to follow instructions. When submitting include photostat or similar copy of birth certificate or naturalization papers, military form DD214, and high school diploma or GED certificate.

1. Position and Salary Desired:
Position _____
Salary _____

2. Name _____
(Last) (First) (Middle)

3. Present Address _____
(Number & Street) (City) (State & Zip)

4. Telephone _____ How long at this address? _____

5. Address(es) for past five years:

<u>Number & Street</u>	<u>City</u>	<u>State</u>	<u>Mo./Yr. to Mo./Yr.</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

6. Are you at least 18 years of age? Yes _____ No _____

7. Are you a citizen of the United States of America? Yes _____ No _____

8. Social Security Number _____

9. Driver's License Number _____ State _____

10. Has any driver's license ever held by you been revoked or suspended? _____
For how long? _____

11. Have you ever been involved in a traffic accident while you were driving? _____
 If yes, give date, location and a brief summary of what happened. _____

12. Have you ever been a party to a civil suit? _____ If so, explain:

13. Are there are unpaid judgments against you? If so, please list case number, amount, date and location of court entering the judgment. _____

14. Were you ever the subject of disciplinary action while in the military? _____
 If so, explain _____

15. Have you ever been convicted of any offense, felony or misdemeanor, or any traffic offense? _____ If so, state the year and place of the conviction, the nature of the conviction, and any explanation you deem relevant. _____

16. Are you presently a member of any military reserve unit? _____ If so, give unit address and rank: _____
17. List any skilled trades you may know, and state your experience in each: _____

18. Do you know of anything that might disqualify you for appointment to, or prevent the full discharge of the duties of the commission for which you are applying? _____

19. Have you previously made application for a law enforcement position with this department? _____ If so, when? _____
20. Do you use intoxicating liquor? _____ If so, would you characterize your use as: infrequent _____; moderately frequent _____; frequent _____

21. List three references who are not relatives:

<u>Name</u>	<u>Address</u>	<u>Occupation</u>	<u>How Long Acquainted</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

22. Briefly list your main attributes that qualify you as an applicant for this commission.

23. Employment history: Indicate employment for the past 5 years, listing most recent employer first.

<u>Employer</u>	<u>Date of Employment</u>	<u>Duties</u>
Name _____	To: _____	_____
Address _____	From: _____	_____
City _____		_____
Immediate Supervisor: _____		_____
Name _____	To: _____	_____
Address _____	From: _____	_____
City _____		_____
Immediate Supervisor: _____		_____
Name _____	To: _____	_____
Address _____	From: _____	_____
City _____		_____
Immediate Supervisor: _____		_____

Name _____ To: _____
Address _____ From: _____
City _____
Immediate _____
Supervisor: _____

Name _____ To: _____
Address _____ From: _____
City _____
Immediate _____
Supervisor: _____

Name _____ To: _____
Address _____ From: _____
City _____
Immediate _____
Supervisor: _____

Name _____ To: _____
Address _____ From: _____
City _____
Immediate _____
Supervisor: _____

Name _____ To: _____
Address _____ From: _____
City _____
Immediate _____
Supervisor: _____

24. Indicate each employment from which you were fired for cause. Please provide any explanation you deem appropriate. _____
- _____
- _____
- _____
- _____
- _____

25. List all colleges and universities you have attended. (If additional information is necessary, please attach a separate sheet.)

(1) NAME AND ADDRESS

MAJOR COURSES

Did you graduate? _____

LIST DEGREE(S):

(2) NAME AND ADDRESS

MAJOR COURSES

Did you graduate? _____

LIST DEGREE(S):

(3) NAME AND ADDRESS

MAJOR COURSES

Did you graduate? _____

LIST DEGREE(S):

(4) NAME AND ADDRESS

MAJOR COURSES

Did you graduate? _____

LIST DEGREE(S):

I hereby certify that there are no willful misrepresentations in, or falsifications of the above statements and answers to questions. I am aware that should investigation disclose such misrepresentations or falsifications, my application will be rejected. I also authorize my former employers to give to the city any information regarding my employment. I hereby release them and their company from any damage whatsoever for issuing same.

Signed _____

Date _____

Witness _____

Witness _____

FOR OFFICE USE ONLY

FBI _____

NCIC _____

KBI _____

KCMO _____

SNSO _____

TPD _____

Home Town _____ (if other than Silver Lake)

Background Investigation Date _____ Officer _____

Psychological Exam Date _____

Board Interview Date _____

Started Schooling _____

Completed Schooling _____

Commission Date _____

Revocation Date _____

Misc. Information: _____

Agency Background Check Sheet

With full knowledge of my rights to privacy, in order for the City of Silver Lake, Kansas, to determine if I am a fit applicant for the position sought, I, _____, authorize all governmental agencies within the criminal justice system, public and private medical facilities including doctors, psychiatrists, etc., employment firms, including present and past employers, and public/private schools to release all information pertaining to me, requested by the City of Silver Lake Police Department.

Signature

Date: _____