

Nederland Police Department



Police Department Application

Instructions:

Read each question carefully and answer each question accurately and truthfully. If a question does not apply to you put N/A. **Application to be completed via computer.**

A candidate may be disqualified from further process if the Candidate makes a false statement in this questionnaire. If there is not enough space provided to answer a question, please attach additional documentation to complete the answers. Please indicate which question it pertains to.

Once you have completed the application you can email, mail or hand deliver the application to the Nederland Police Department. Located at 20 Lakeview Dr Nederland CO 80466 P.O. Box 396 All applications must be signed and dated before they will be accepted by the department.

Please include a current resume and cover letter with application. If you have any questions about the application, please email SGT. J. Fine-Loven at jenniferf@nederlandco.org.

Thank you.

**Nederland Police Department
Background Questionnaire Requirements**

After your application has been received and reviewed, your Background Investigator will contact you with instructions for submitting the following REQUIRED documentation:

1. Photocopies of the following documents:
 - a. Birth Certificate for the Candidate
 - b. Naturalization or Immigration Papers for the Candidate
 - c. Candidate's Social Security Card
 - d. Candidates Drivers License
 - e. Candidates Diplomas, Degrees, and Certificates of Training
 - f. Candidate's school transcripts
 - g. Candidate's DD-214 Military Discharge
 - h. Candidate's Authorization to Release Information
 - i. Copy of current Colorado POST certification
2. Have the originals of the above documents available for verification by the background investigator.
3. A credit check, at the Candidate's expense, paid to a credit review agency with the accompanying waiver to release and forward all information to this department. The following are approved vendors: Experian, Equifax and Transunion.
4. Make available for review of the following documents:
 - a. Last three months of bank statements
 - b. Last three-month credit card statements (all accounts)
 - c. A copy of any Property Settlement on any divorce
 - d. Last three years of all loan payment records

Applicant's Full Name:

Position Applied for:

Personal Data:

Full Name: _____ Date of Birth: ____/____/____

Current Address: _____

City: _____ State _____ Zip: _____

Phone Number(s): _____

Email Address: _____

Place of Birth: _____

U.S. Citizen? _____ If NO, Alien Registration Number: _____

Height: _____ Weight: _____ Hair Color: _____ Eye Color: _____ Facial Hair: _____

Sex: _____ Race: _____ Scars/Tattoos: _____

Marital Status: _____

Social Security Number: _____

Driver's License Information:

Driver's License State and Number: _____

List the states in which you have held a driver's license: _____

POST Certification Information:

Are you POST certified? _____ If YES, Certificate Number: _____

Academy Attended: _____ Dates: _____ to _____

Address History:

List your previous addresses going back 10 years. Start with your most current residence. Please list city, state, and apartment number if applicable. If you have more than 10 addresses please list on a separate piece of paper and attach to application.

Street, Apt# City, State and Zip code	From Month/Year	To	Month/ Year
			Present

Employment History: List current and all previous employers from the last 10 years. If you need to provide additional employers, please complete on a separate piece of paper and attach to the application.

PREVIOUS EMPLOYMENT		
Company:	Phone:	
Address:	Supervisor: Email:	
Job Title:		
Responsibilities:		
From:	To:	Reason for Leaving:
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		

Company:		Phone:
Address:		Supervisor: Email:
Job Title:		
Responsibilities:		
From:	To:	Reason for Leaving:
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company:		Phone:
Address:		Supervisor: Email:
Job Title:		
Responsibilities:		
From:	To:	Reason for Leaving:
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>		
Company:		Phone:
Address:		Supervisor: Email:
Job Title:		

Responsibilities:

From	To	Reason for Leaving
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May we contact your previous supervisor for a reference? YES NO

Company:	Phone:
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Address:	Supervisor: Email:
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Job Title:

Responsibilities:

From:	To:	Reason for Leaving:
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May we contact your previous supervisor for a reference? YES NO

Education (List Addresses and phone numbers. List additional schools on a separate piece of paper):

High School(s):	Dates Attended:	Diploma Received?
College(s):	Dates Attended:	Diploma Received?

Trade School(s):	Dates Attended:	Diploma Received?

Drug Usage:

Have you used Marijuana or Hashish in the past 3 years? If yes, list how many times, and when was the last time used?

Have you used any form of illegal drugs in the past 7 years, including anything not prescribed by a physician? If yes please explain in detail.

Traffic Violations: List all traffic violations for last 5 years.

Violation Type	Jurisdiction Occurred	Violation Date
Violation Type	Jurisdiction Occurred	Violation Date
Violation Type	Jurisdiction Occurred	Violation Date
Violation Type	Jurisdiction Occurred	Violation Date
Violation Type	Jurisdiction Occurred	Violation Date
Violation Type	Jurisdiction Occurred	Violation Date

Criminal Offenses: Answer all criminal offense questions, even if the offense occurred as a juvenile.

ATTENTION POLICE OFFICER CANDIDATES: Expunged criminal records are subject to review by this agency. Therefore, **YOU ARE REQUIRED** to make known any criminal record you have that has been expunged or legally sealed. You must report your expunged or legally sealed charge(s) or record, **EVEN IF AN ATTORNEY HAS TOLD YOU OTHERWISE. Please answer Yes or No for your answers.**

1. Have you ever been arrested, detained, or taken into custody by a federal, state, or local law enforcement agency in the United States of America or any foreign land as a juvenile or as an adult for any criminal charge or civil law- related offense? Yes or No? If yes please explain

2. Have you ever been, or think you may have been, investigated by any federal, state, or local law enforcement agency in the United States or foreign power? Yes or No? If yes please explain

3. Have you ever been convicted of, pled guilty, or entered a plea of nolo contendere to any criminal charge in any country? Yes or No? If yes please explain

4. Have you ever been charged or convicted of Domestic Violence? Yes or No? If yes please explain

5. Have you ever been charged or convicted of Theft or Shoplifting? Yes or No?

6. Have you ever been charged or convicted of Driving under the influence of drugs or alcohol? Yes or No? If yes please explain

7. Has any member of your family or close relative (including in-laws) ever been arrested for anything other than traffic violations? Yes or No? If yes please explain

8. How many years have you operated a motor vehicle? _____

9. Was your licensed ever suspended or revoked? Yes or No? If yes please explain

10. Have you ever had your mobile auto insurance cancelled? Yes or No? If yes please explain

11. Have you ever been involved in an accident while driving a motor vehicle? Yes or No? If yes please explain

Date of Accident	Jurisdiction

12. Do you currently have a Colorado Operators License? Yes or No? If no please explain

13. Were you ever summoned or subpoenaed to court in a civil action or proceeding, or were you ever a party (plaintiff or defendant) in a civil action in this state or elsewhere, including divorce or paternity cases? Yes or No? If yes please explain

The following questions apply only to candidates who are now or have been active members of any Law Enforcement Agency in the United States: If this does not apply to you please skip this section.

1. Have you ever been terminated or asked to resign from a Law Enforcement Agency? Yes or No If yes please explain.

2. Have you ever been civilly sued for action arising from your duties? Yes or No. If yes please explain.

3. Were you ever the subject to a citizen's complaint? If yes please explain. (Use additional paper if necessary)

4. Have you ever been the subject of or a party to internal affairs investigation(s) or inquiry of that agency? If yes please explain. (Use additional paper if necessary)

5. Have you ever been the subject of a Civil Rights Complaint? If yes please explain.

Military Employment:

Have you ever served in the U.S. Armed Forces? Yes No Dates of service? _____

Which branch or branches did you serve in? _____

Were you ever disciplined, arrested, court martial in a military court of law? Yes or No. If yes please explain.

Type of Discharge: Honorable, Dishonorable, or Other. If anything other than Honorable Please explain.

Financial Information:

1. Have you ever filed for bankruptcy? Yes or No If yes please explain

2. Have you had any personal property repossessed? Yes or No If yes please explain

3. Do you currently have any debts in collections greater than 90 days? Yes or No If yes please explain

4. Vehicle Loans: Total Amount Currently Owed?

5. Mortgage Loan: List current mortgage balance.

6. Have you ever been refused credit? Yes or No If yes, please explain

Have you now or have you ever had a court action such as wage garnishment, wage assignment, or judgment against you?

Type of Action	When Occurred	Original Amount	Current Balance	Monthly Payment

Personal References: Please List 7 Personal References that have known your 5 years or longer. Please do not include any current or past employers.

Full Name / Years Known	Address	Phone Number & Email

Business References: Please List 7 Business References that have known your 5 years or longer.

Full Name / Years Known	Address	Phone Number & Email

Family Members: Please list all family members including current or ex spouses, parents, siblings and children.

Name	Relationship	Address	Phone Number	Email

Volunteer Information: List any volunteer or reserve service.

VOLUNTEER INFORMATION		
Company:	Phone:	
Address:	Supervisor:	
Job Title:	Number of Hours Volunteered:	
Responsibilities		
From:	To:	Reason for Leaving
May we contact your previous supervisor for a reference?		

BEFORE SUBMITTING YOUR APPLICATION, CONSIDER THE FOLLOWING INFORMATION ABOUT THE NEDERLAND POLICE DEPARTMENT SELECTION PROCESS. APPLICATION SCREENING AND/OR TESTING, EXTENSIVE BACKGROUND INQUIRIES AND INTERVIEWS ARE UTILIZED PRIOR TO A CONDITIONAL OFFER OF EMPLOYMENT. AFTER A CONDITIONAL OFFER OF PROBATIONARY EMPLOYMENT, ALL POSITIONS ARE SUBJECT, BUT NOT LIMITED, TO A POLYGRAPH AND DRUG SCREEN, AND ARE SUBJECT TO A PROBATIONARY PERIOD OF 12 MONTHS. IN ADDITION, ALL COMMISSIONED POSITIONS REQUIRE PSYCHOLOGICAL, PHYSICAL FITNESS, AND MEDICAL EXAMINATIONS.

APPLICANT'S CERTIFICATION

I affirm under penalty of perjury that the information contained in this application is true and correct to the best of my knowledge. I am aware that withholding pertinent information or including information found to be grossly inaccurate will be cause for refusing further consideration of my application. I understand this is not to be considered as an indication of probable appointment or an obligation upon the Nederland Police Department to make an appointment, but a part of the selection process only. I will, if accepted for probable appointment, submit my fingerprints.

Print Name: _____

Sign & Date: _____