



City of Treasure Island
APPLICATION FOR LAW ENFORCEMENT EMPLOYMENT
TREASURE ISLAND POLICE DEPARTMENT

Personnel Department, 120 –108th Avenue, Treasure Island, Florida 33706

INSTRUCTIONS: Only the applicant can complete and sign this form. Please print all responses and carefully answer all questions. Initial as indicated on the bottom right of each page. All information will be verified by a background investigation. Falsification or omission of information will result in rejection of your application or dismissal if you are employed by the City of Treasure Island. If you cannot recall any requested information, so state. One of the components of the hiring process is a polygraph examination. If you are found to have falsified or omitted any information at any time in the selection process, you will be disqualified.

Position(s) Applied For: _____ **Social Security No.** _____

Name: _____
Last First Middle

Present Address: _____ **Telephone:** _____

_____ **Cell Phone:** _____
City State Zip

E-Mail Address: _____

Do you have any objection to shift work? _____ If yes, explain: _____

Were you ever employed under another name? _____ If yes, list name(s) _____

Do you have any objections to your present employer being contacted? _____

How did you learn of this position? _____

Are you a United States Citizen? _____ Do you have a PASS file? _____ If yes, file number: _____

Are you related to any City of Treasure Island employee? _____ If yes, name and relationship: _____

Date of Birth: _____ **Place of Birth:** _____
Month Day Year

Driver's License Number: _____ **State:** _____ **Class:** _____

Has your driver's license ever been suspended or revoked? _____ If yes, provide date(s) and reason _____

Do you currently have a sworn law enforcement certification? _____

If yes, from what state, federal, or military authority? _____

Date initially certified: _____

FOREIGN LANGUAGES

List any foreign language proficiency.

| Foreign Language | Read | Speak | Fluently? |
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RESIDENCE HISTORY

In chronological order, list each and every place in which you have resided since age 14.

| Dates | | Address | City/Town | State | Zip Code |
|-------|----|---------|-----------|-------|----------|
| From | To | | | | |
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RESIDENCE HISTORY CONTINUED

| Dates | | Address | City/Town | State | Zip Code |
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| From | To | | | | |
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(Use other side or attach additional sheets if necessary)

EMPLOYMENT HISTORY

List below, chronologically, earliest dates first, each and every place in which you were employed. Omit none. Give correct, full addresses. Give dates of unemployment, in proper sequence. Include all part-time employment.

| From Mo./Yr. | From Mo./Yr. | Name & Address of Employer | Position | Supervisor /Telephone | Reason For Leaving |
|--------------|--------------|----------------------------|----------|-----------------------|--------------------|
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EMPLOYMENT HISTORY CONTINUED

| From Mo./Yr. | From Mo./Yr. | Name & Address of Employer | Position | Supervisor /Telephone | Reason For Leaving |
|--------------|--------------|----------------------------|----------|-----------------------|--------------------|
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Have you ever been dismissed from any employment or asked to resign from any employment? _____ If yes, provide name of employer(s), date(s), reason(s) given, and explanation:

| From Mo./Yr. | From Mo./Yr. | Name & Address of Employer | Position | Supervisor /Telephone | Reason For Dismissal |
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MILITARY SERVICE

Have you ever served in the Armed Forces? _____ If yes, attach a legible copy of your Form DD-214 and answer the following:

Are you claiming Veteran's Preference under Florida Law? Yes No (If yes, attach documentation)

Preference eligibility no longer expires upon appointment of the eligible person to a position within the state or any political subdivision. Veterans previously ineligible because they held or currently hold a job with a public employer are now eligible to use their preference again with all employers covered by law. In addition, eligible wartime periods now include Operation Enduring Freedom (10/7/01 to present) and Operation Iraqi Freedom (3-19-03 to present).

From: _____ To: _____ Branch: _____

Highest Rank: _____ Job Title: _____

Basic Job Duties: _____

Duties at Time of Discharge: _____

Type of Discharge: _____ Reason for Discharge: _____

Were you ever court-martialed, tried on charges, the subject of a summary court, or received an Article 15? _____ If yes, provide dates, charges, and results:

List all areas where you were stationed and approximate dates:

| Name of Base/ Vessel | Nearest City, State or Foreign Country | Dates |
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Attach additional sheet(s) or use other side if necessary

Are you presently connected with any reserve force or National Guard unit? _____ If yes, Unit: _____

Rank: _____ Location: _____

EDUCATION

List all schools, public, special, etc. that you have attended since tenth (10th) grade.

| From Mo./Yr. | From Mo./Yr. | Name of School | Address | Major/Minor | Graduate? |
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(Use other side or attach additional sheets if necessary)

Were you ever expelled, suspended, or placed on probation from any education institution? _____ If yes, explain: _____

What, if any, are your future education plans?

What college degrees, professional licenses, or law enforcement certifications do you possess?

LIST ALL SPECIALIZED LAW ENFORCEMENT TRAINING OR CERTIFICATIONS YOU HAVE RECEIVED (E.G. K-9, INTOXILYZER, FTO, ETC.)

(List all training in chronological order, beginning with State of Florida training/certifications.)

| Specialized Training | Agency Where Training Received | Date Completed (Mo/Yr) |
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Attach additional sheet(s) or use other side if necessary

LIST ALL LAW ENFORCEMENT AGENCIES APPLIED TO IN PAST FIVE (5) YEARS

| Agency | Approximate Date Applied | Were you interviewed? | Circle One |
|--------|--------------------------|-----------------------|---|
| | | | Employment Offer / Pending File / Withdrew / Disqualified |
| | | | Employment Offer / Pending File / Withdrew / Disqualified |
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| | | | Employment Offer / Pending File / Withdrew / Disqualified |

Attach additional sheet(s) or use other side if necessary

Have you ever been denied employment with any law enforcement agency? ____ If yes, which agencies:

| Agency | Approximate Date Applied | Were you interviewed? | State reason for rejection? (Examples: failed polygraph test, criminal history, driving history, psychological test, etc.) |
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Attach additional sheet(s) or use other side if necessary

ARRESTS, CRIMINAL HISTORY

Have you ever been charged, cited, arrested, or convicted for violation of any laws (including moving traffic violations) by juvenile authorities, or any civilian law enforcement agency, (regardless of whether the record in your case has been “sealed”, “expunged”, “dropped”, or otherwise stricken)? _____ If yes, list each instance below (Use other side or attach additional sheets if necessary)

| Date | Agency | Violation or Actual Charge | Location | Court Disposition or Sentence |
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DRUG AND ALCOHOL USE

Have you ever sold or otherwise provided any type of controlled substance (e.g. marijuana, cocaine, ecstasy, heroin, LSD or any prescription medicine)? Yes _____ No _____

Have you used or possessed any type of illegal, controlled substance (e.g. marijuana, cocaine, ecstasy, heroin, LSD or any form of a prescription medicine not prescribed to you within the last three (3) years? Yes _____ No _____

If you answered "yes" to either question above, explain what substance, approximately how many times, and the approximate last date used/sold.

Have you ever used anabolic steroids? Yes _____ No _____

If yes, when and how often? _____

How frequently do you currently consume alcoholic beverages? Check one: Daily _____ Weekly _____ Monthly _____
Holidays and special occasion's only _____ Never _____

When you drink alcoholic beverages, how much do you usually consume? _____

MARITAL STATUS

Check one: Married _____ Single _____ Divorced _____ Separated _____ Widowed _____

Present spouse's full name: _____
Last First Middle

Is your spouse in favor of your applying for this position? _____ If not, why?

Former spouse's full name: _____
Last First Middle

If more than one previous spouse, provide same information on back.

Have you ever had legal action taken against you for delaying or failing to make child support payments? _____ If yes why? _____

FINANCIAL HISTORY

A Credit Report is a component of the hiring process for law enforcement positions. Have you ever had your wages attached or garnished? _____ If yes, explain:

Do you or your spouse have any pending civil court action? _____ If yes, explain:

Have you ever filed bankruptcy? _____ If yes, explain:

Have you ever been bonded? _____ If yes, explain:

Have you ever been refused bonding? _____ If yes, explain:

Have you ever, as an adult, been a volunteer with a community service or charitable organization? (*Examples are Girl or Boy Scouts, Explorers, Habitat for Humanity, religious charities, service organizations, and youth sports organizations, etc.*)

YES _____ NO _____

If yes, when, what organization(s), and where?

Do you now or have you ever belonged to, served with, applied to join, or attended meetings of any gang(s) or any socially subversive or paramilitary organization(s)?

NO _____ YES _____ If yes, Present Member? _____ Past Member? _____

If yes, when, what organization(s), and where?

Do you currently bear any intentionally inflicted tattoo(s), body piercing(s), or other permanent body marking(s) that would be visible wearing an open collard short sleeve shirt or mid length shorts? Are any of them offensive in the sense that they would be considered by most people to be racial, vulgar, sexist, ethnically offensive, religiously offensive or contrary to the Constitution of the United States of America or the Government of the State of Florida?

YES _____ NO _____ If yes, please describe:

REFERENCES

List three personal or professional references, preferably local, who are not relatives or previous employers.

| Name | Address | Telephone Number | Occupation | Years Acquainted |
|------|---------|------------------|------------|------------------|
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BRIEFLY EXPLAIN YOUR MOTIVATION FOR A CAREER IN LAW ENFORCEMENT

(Must Be Completed in Blue Ink)

Please Read Carefully

SWORN STATEMENT and AGREEMENTS

I hereby swear and affirm that there are no misrepresentations, omissions, or falsifications in the statements and answers on this application, and that all foregoing entries are true, complete, and correct to the best of my knowledge and belief. I also understand that I must update this application immediately upon my change of address, change of employment, or any arrests or convictions.

I hereby authorize the City of Treasure Island to investigate and verify all information contained herein and I release all past employers and all references from any and all liability for the release of information to the City of Treasure Island. I authorize my former employers to furnish their records of any service, my reasons for leaving their employ, together with all information they may have concerning me, whether on record or not. I also release them and their company or organization from any liability for any damage whatsoever for issuing same. You are hereby authorized to make any investigation of my personal history and financial and credit record through any investigative or credit agencies or bureaus of your choice.

I understand that all job offers from the City of Treasure Island Police Department are conditioned upon successful completion of a background investigation, polygraph examination, health questionnaire, medical, and psychological examinations by City appointed practitioners and investigators to determine my ability and fitness to perform the law enforcement position offered. The medical exam shall include alcohol/drug testing for which I give consent.

I further understand and agree in advance that I may be summarily discharged if any of the information provided by me contains any misrepresentations, or falsifications, or if any material information has been omitted.

I understand that a condition of employment is that I am required to use direct deposit for my payroll.

The City of Treasure Island collects the social security number of employees and applicants for employment for the following purposes: identification and verification; credit worthiness; benefit processing, and tax reporting. Social security numbers may also be used as a unique numeric identifier and may be used for search purposes. Social security numbers held by the City of Treasure Island are confidential and exempt from s.119.07 (1) and s. 24(a), Art. I of the State Constitution (public records disclosure).

I understand that all newly hired employees serve a probationary period of one year from the date of hire. During this one year probationary period I may be discharged from employment without any right of appeal.

DATED this ____ day of _____, _____.
Date Month Year

Applicant sign here in presence of Notary Public

STATE OF FLORIDA

County of Pinellas

On this day, personally appeared before me _____, who is personally known to me or who has produced _____ as identification

SWORN and subscribed to me this ____ day of _____, _____

Signature of Notary _____

NOTARY PUBLIC in and for the State of Florida

Printed Name of Notary _____

The City of Treasure Island is an Equal Opportunity Employer

The City of Treasure Island does not discriminate in employment on the basis of age, race, color, religion, sex, national origin or marital status. Any applicant or employee who believes he/she has been discriminated against in any City employment practice may file a report with the City's Personnel Department, 120 108th Avenue, Treasure Island, FL 33706.

It is the policy of the City of Treasure Island not to discriminate on the basis of disability in employment or the provision of services. Individuals who require a reasonable accommodation in order to compete in an evaluation process must inform the Personnel Department **before** the closing deadline for the position. Florida is an "Open Records" state. Resumes and other data are subject to public/press inspection except where restricted by law.

Drug Free Workplace

The City of Treasure Island is a drug-free workplace and as such is committed to providing an environment that encourages and supports a healthy, productive workforce and ensures safe working conditions. Satisfactory completion of a drug test is a mandatory condition of employment. A positively confirmed drug test or refusal to submit to a drug test will result in the conditional offer of employment being withdrawn and will render the applicant ineligible for City employment for six (6) months from the date of the positive drug test. Applicants and current employees who are hired for safety-sensitive positions will be required to submit to random drug testing.