

David Campbell
Chief of Police



Auburn
Police Department

Employment Application

The Auburn Police Department is an Equal Employment Opportunity Employer. We Consider applicants for all positions without regard to race, color, national origin, sex, age, handicap, married status, religion, or any other legally protected status.

Position Applying For: Police Officer Full time/Part Time: _____ Date: _____

Personal History

Full Name:

Last Name First Middle Abbrev

Residence Address

City County State Zip Code

Telephone Number E-Mail Address

Date of Birth: _____ DL: _____ State: _____

Other: List all other names you have used including circumstances and time periods you used them. (I.e., maiden name, former name(s), alias (es), or nicknames (s))

Name	Circumstance	Dates From - Mo./Yr.	Dates To – Mo./Yr.

Social Security Number: _____

Are you a United State Citizen? ____ Yes ____ No

Are you prevented from lawfully becoming employed in the country because of Visa or Immigration status? ____ Yes ____ No

Are you presently employed? ____ Yes ____ No

Date available for work? _____

Education / Training

High School Name & Address	Years Completed	Did you graduate?	Type of Diploma

College/University Name & Address	Credit Hours Earned	Did you graduate?	Type of Degree

Certificates

Indicate any law enforcement related education/training: _____

Do you speak, read, or write any foreign language? _____ Yes _____ No

What language: _____

List professional, Trade, Business, or Civic Activities and officers held. (You may exclude membership which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status): _____

Arrest History/Court Data

Have you ever been charged, cited, arrested, or convicted for violation of any laws (including criminal moving violations), by juvenile authorities, or any law enforcement agency regardless of whether the record is your case has been “sealed”, “expunged”, “dropped”, or otherwise stricken? _____ Yes _____ No

Have you ever been the subject of or a suspect in any criminal investigation? _____ Yes _____ No

Have you ever been convicted of, charged with, or currently awaiting trial for domestic violence? _____ Yes _____ No

Have you ever been convicted of, charged with, or currently awaiting trial for a felony? _____ Yes _____ No

Have you ever had your driver’s license suspended or revoked? _____ Yes _____ No

If you answered YES to any of the questions above, please provide complete details below. Attach additional sheet(s) if needed.

Date	Violation or Actual Charge	Location City & State	Court Disposition or Sentence	Police Agency
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Residences

List chronologically all addresses, including residences while in school and in the military. For college or campus residence give dormitory name, city, and state residence. If military service cannot be shown as a street address, indicate complete military unit designation and location by city and state. If post office box, give location of post office.

From – To Dates Mo/Yr.	Street Address	City	County	State
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Military History

If you have never served in the U.S. Military, please sign the state below:

I, _____, have never served in any branch of the United States Military Service.

Applicant's Signature

Date

If you have served in the U.S. Military, please complete the following questions:

Branch of Service: _____ Date and Type of Discharge: _____

Additional Branch: _____ Date and Type of Discharge: _____

Active-Duty Dates: From: _____ To: _____ From: _____ To: _____

Are you now or have you ever been a member of a reserve unit or the National Guard?
_____ Yes _____ No

If yes, state the branch of service, name, and location of your unit and whether you attend drills, meetings, etc. _____

Employment History

List chronologically all employment beginning with present employment, including summer, part-time and while attending school. All time must be accounted for. If you are unemployed for a period of time, please state time period, and reasons.

Name and Address of Employer	Dates Worked		Salary	Position/ Title	Supervisor	Reason for Leaving
	Mo/Yr.	Mo/Yr.				
	From	To				
Name _____ Address _____ City, State, zip _____ Phone No _____						
Name _____ Address _____ City, State, zip _____ Phone No _____						
Name _____ Address _____ City, State, zip _____ Phone No _____						
Name _____ Address _____ City, State, zip _____ Phone No _____						

Please use supplemental page for the remainder of your employment history

Did you work for any of these employers under a different name? _____ Yes _____ No

If yes, which employer (s) and under what name (s)? _____

May we contact your present employer now? _____ Yes _____ No

Have you ever been dismissed or asked to resign from any place of employment?
_____ Yes _____ No

Have you ever had any disciplinary action taken against you by any employer?
_____ Yes _____ No

Have you ever been forced to resign or resigned following allegations of misconduct or unsatisfactory job performance? _____ Yes _____ No

If you answer yes to any of the above questions, please provide complete details: _____

List **ANY** Law Enforcement Agencies to which you have applied or ever been turned down by. Include dates and the status of your application. _____

Personal References

List at least three references who have known you for at least 6 months. Do not list people who are related to you or who are former/current employers. Those listed will be contacted to appraise your character, ability, experiences, personality, and other qualities.

Name and Address	Yrs. Known	DOB/Age	Occupation/Title	
<u>Name</u> <u>Address</u> <u>City, State, zip</u> <u>Phone No</u>				
<u>Name</u> <u>Address</u> <u>City, State, zip</u> <u>Phone No</u>				
<u>Name</u> <u>Address</u> <u>City, State, zip</u> <u>Phone No</u>				
<u>Name</u> <u>Address</u> <u>City, State, zip</u> <u>Phone No</u>				

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

I also understand that any false statements or incomplete information will result in my not being considered for a position with the Auburn Police Department.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in termination of my employment with the Auburn Police Department.

Signature

Date

**City of Auburn Police Department
Authorization for release of personal information**

I, _____, having applied for employment with the City of Auburn as a member of its Police Department, do hereby authorize a review of and full disclosure of all records concerning myself to any duly authorized representative of the City of Auburn, whether the said records are of a public, private, or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of records of educational institutions; financial or credit institutions, including records of loans, the records of commercial or retail credit agencies (including credit reports and/or ratings); and other financial statements and records wherever filed; medical and psychiatric treatments and/or consultation, including hospitals, clinics, private practitioners, and the U.S. Veteran's Administration; employment and pre-employment records (including all military service records), background reports, efficiency ratings, complaints or grievances filed by or against me and the records and recollections of attorneys at law, or of the counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had an interest; and any records of a police department or other law enforcement agency.

I understand that any of the 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 and retention by the City of Auburn. I also certify that any person(s) who may furnish such information concerning me shall not be held accountable for giving this information; and I do hereby furnish such information. I further release the City of Auburn Police Department from any and all liability which may be incurred as a result of collecting such information.

A photocopy of this release form will be valid as the original thereof, even though the said photocopy does not contain an original writing of my signature.

This authorization shall remain in force until such time as the City of Auburn informs me that I have not been selected for the job for which I have applied or, if I am selected for the job, until such time as I am removed from probation and made a non-probationary employee by the city council.

I have read and fully understand the contents of this Authorization for the Release of Personal Information.

Signature, including maiden name Date

Witness signature Date

Address: _____

City _____ County: _____ State: _____ Zip: _____

Phone: _____ Date of Birth: _____ Social Security No.: _____

Driver's License No. and State: _____

Standards for P.O.W.E.R as set by the Illinois Law Enforcement Training and Standards Board

1. **Sit and Reach Test:** This is a measure of the flexibility of the lower back and upper leg area. It is an important area for performing police tasks involving range of motion and is important in minimizing lower

back problems. The test involves stretching out to touch toes beyond the extended arms from the sitting position. The score is in the inches reached on a yard stick with 15” being at the toes.

2. **One Minute Sit Up Test:** This is a measure of the muscular endurance of the abdominal muscles. It is an important area for performing police tasks that may involve the use of force and is an important area for maintaining good posture and minimizing lower back problems.
3. **One Repetition Maximum Bench Press:** This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate.
4. **1.5 Mile Run:** This is a timed run to measure the heart and vascular systems’ capability to transport oxygen. It is an important area for performing police tasks involving stamina and endurance and to minimize the risk of cardiovascular problems. The score is in minutes and seconds.

P.O.W.E.R Chart

Test	Male				Female			
	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
Sit & Reach	14.4	13.0	12.0	10.5	17.0	16.5	15.0	14.8
1 Minute Sit-Up	33	30	24	19	24	20	14	10
Maximum Bench Press Ratio	88%	78%	72%	63%	51%	47%	43%	39%
1.5 Mile Run	14:00	14:34	15:24	16:58	16:46	17:38	18:37	20:44

Physical Agility Waiver of Liability

I the undersigned agree to the following. I understand that I must successfully complete the Illinois Police Officer’s Basic Training Course within 6 months of hire or have already completed the Illinois Police Officer’s Basic Training Course at the time of hire or have completed the Part Time Police Officer’s Basic Training Course and will complete the transition course. I understand that I must pass the P.O.W.E.R Test before entry into the Police Officer’s Basic Training Course. I understand I am participating in the P.O.W.E.R Test for the City of Auburn of my own will. I attest that I have no physical reasons why I cannot participate in this

test. I attest that I am to be seen by a physician before the test date and have a physician's release to take the test. I will not hold the City of Auburn, or any of its employees or agents, liable for any injury or disabilities resulting from the test. I will not hold the City of Auburn, or any of its employees or agents responsible for the standards in the test set by the Illinois Law Enforcement Training and Standards Board.

Signature Date

Witness signature Date

Items to be returned with application.

1. Completed Application
2. Resume if available
3. Signed and Witnessed Authorization for Release of Personal Information
4. Signed and Witnessed Physical Agility Waiver of Liability

5. Copy of Driver's License
6. Copy of all certificates, transfers, and/or diplomas
7. Copy of Military DD14 if applicable

Applicants must bring a physician's release on the day of the physical agility test.