

INSTRUCTIONS LANGLEY POLICE DEPARTMENT

- Before you begin, save this document to your computer in the format of: LASTNAME_FIRSTNAME_
- Complete the form by typing in the fields and be sure to save your work.
- In order for your background to begin, you must complete this Personal History Statement (PHS).
- If a question does not apply to you, type "N/A" (not applicable) in the space provided for your response. If you cannot obtain or remember certain information, indicate so in your response. If more space is needed for any question, continue your response on the last page and clearly reference which question or statement to which you are responding.
- Once you have completed this PHS, attach it to the online application when you submit it; you may be removed from the process if your completed PHS is not submitted timely. ***In addition to the questions on this form, some background investigations may involve in-home visits, neighborhood canvases, and interviews with people identified in this document.

Disqualification

There are very few automatic bases for rejection. Even issues of prior misconduct, such as prior illegal drug use, --driving under the influence, theft, arrest, or conviction are usually not, in and of themselves, automatically disqualifying. However, deliberate misstatements or omissions can and often will result in your application being rejected, regardless of the nature or reason for the misstatements/omissions.

Be as complete, honest, and specific as possible in your responses.

Disclosure of Medically-Related Information

In accordance with the U.S. Americans with Disabilities Act , at this stage of the hiring process applicants are not expected or required to reveal any medical or other disability-related information about themselves in response to questions on this form, or to any other inquiry made prior to receiving a conditional offer of employment.

Initial this page to indicate that you have read the instructions: _____



Langley Police Department

Employment Application

Applicant Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Mailing Address: _____

DOB: _____ Birthplace: _____ Social Security Number _____

Phone: _____ Email _____

Driver's License Number: _____ State.: _____ Exp Date: _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor? YES NO Reason For Leaving:

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor? YES NO Reason For Leaving:

Company: _____ Phone: _____
Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor? YES NO Reason For Leaving:

Employment Continue

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor? YES NO Reason For Leaving: _____

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ From: _____ To: _____

Responsibilities: _____

May we contact your previous supervisor? YES NO Reason For Leaving: _____

Have you ever applied to any other agency?

List every agency that you have applied to, starting with the most recent, regardless of the outcome or status. If you need more space, than you may use the back page.

Name of Agency: _____ Date Applied: _____

Background Investigator's Name (If known): _____

Position Applied for: _____ Outcome: _____

Name of Agency: _____ Date Applied: _____

Background Investigator's Name (If known): _____

Position Applied for: _____ Outcome: _____

Name of Agency: _____ Date Applied: _____

Background Investigator's Name (If known): _____

Position Applied for: _____ Outcome: _____

Skills and Certifications

Please list all the skills and certifications you have received below.

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Residence

List all residences during the last 10 years or since the age of 15.

Address: _____ City: _____ State: _____

Landlord: _____ Number (If known): _____

Names of those lived at residence with you: _____

Address: _____ City: _____ State: _____

Landlord: _____ Number (If known): _____

Names of those lived at residence with you: _____

Reason for leaving: _____

Address: _____ City: _____ State: _____

Landlord: _____ Number (If known): _____

Names of those lived at residence with you: _____

Reason for leaving: _____

Traffic

List all traffic citation you have received in the past 7 years. If you have not received a citation than put NA.

Offense: _____ Date of Violation: _____

Law Enforcement Agency: _____ Action Taken: _____

Offense: _____ Date of Violation: _____

Law Enforcement Agency: _____ Action Taken: _____

Offense: _____ Date of Violation: _____

Law Enforcement Agency: _____ Action Taken: _____

Police Application Questionnaire

Please Circle Yes or No

Legal

- | | | |
|---|-----|----|
| 1. Have you ever been placed on court probation as an adult? | Yes | No |
| 2. Have the police ever been called to your home for any reason? | Yes | No |
| 3. Have you or your spouse/partner ever been referred to Child Protective Services? | Yes | No |
| 4. Have you ever been the subject of an emergency protective order/restraining order? | Yes | No |
| 5. Have you ever filed a false insurance or workers' compensation claim? | Yes | No |

Within the past seven years OR at any time after you were first employed in law enforcement, have you ever committed any of the following misdemeanors?

- | | | |
|---|-----|----|
| 1. Annoying I obscene phone calls | Yes | No |
| 2. Battery (use of force or violence upon another) | Yes | No |
| 3. Brandishing a weapon (any type of weapon) | Yes | No |
| 4. Carrying a concealed weapon without a permit | Yes | No |
| 5. Driving under the influence of alcohol and/or drugs | Yes | No |
| 6. Drunk in public | Yes | No |
| 7. Hit and run collision | Yes | No |
| 8. Hunting/fishing without a license | Yes | No |
| 9. Illegal gambling | Yes | No |
| 10. Impersonating a peace officer (pretending to be a police officer) | Yes | No |
| 11. Indecent exposure | Yes | No |
| 12. Joyriding (using a car or other vehicle without owner's permission) | Yes | No |
| 13. Petty theft/ Shoplifting | Yes | No |
| 14. Possession of alcohol as a minor | Yes | No |
| 15. Possession of stolen property (including vehicles) | Yes | No |
| 16. Prostitution or soliciting a prostitute | Yes | No |
| 17. Resisting arrest (including running from the police) | Yes | No |
| 18. Trespassing | Yes | No |
| 19. Vandalism (including "tagging," malicious mischief, and/or property damage) | Yes | No |
| 20. Intentionally writing a bad check | Yes | No |
| 21. Filing a false police report | Yes | No |
| 22. Any other act amounting to a misdemeanor within the past seven years | Yes | No |

At any time in your life, have you ever committed any of the following?

- | | | | | | |
|---|-----|----|--|-----|----|
| 1. Arson..... | Yes | No | 13. Hit and run..... | Yes | No |
| 2. Assault with a deadly weapon..... | Yes | No | 14. Hate Crime..... | Yes | No |
| 3. Theft of a vehicle and/or vehicle parts..... | Yes | No | 15. Insurance Fraud..... | Yes | No |
| 4. Burglary..... | Yes | No | 16. Grand Theft..... | Yes | No |
| 5. Contributing to the delinquency of a minor..... | Yes | No | 17. Murder | Yes | No |
| 6. Child molestation (performing unlawful acts with a child)... | Yes | No | 18. homicide, or attempted murder.... | Yes | No |
| 7. Accessing and/or possessing child pornography | Yes | No | 19. Perjury..... | Yes | No |
| 8. Elder abuse/neglect | Yes | No | 20. Robbery..... | Yes | No |
| 9. Embezzlement | Yes | No | 21. Stalking..... | Yes | No |
| 10. Felony drunk driving..... | Yes | No | 22. Any other act amounting to a felony. | Yes | No |
| 11. Forcible rape or other act of unlawful intercourse..... | Yes | No | | | |
| 12. Forgery..... | Yes | No | | | |

Employment

- | | | |
|---|-----|----|
| 1. Have you ever quit without giving proper notice? | Yes | No |
| 2. Have you ever resigned in lieu of termination? | Yes | No |
| 3. Have you ever been accused of discrimination by a co-worker, superior, subordinate, or customer? | Yes | No |
| 4. Were you ever the subject of a written complaint at work? | Yes | No |
| 5. Have you ever been counseled at work due to lateness or absences? | Yes | No |
| 6. Did you ever receive an unsatisfactory performance review? | Yes | No |
| 7. Have you ever sold, released, or given away legally confidential information? | Yes | No |
| 8. Have you ever called in sick when you were neither sick nor caring for a sick family member? | Yes | No |
| 9. Have you ever been discipline at work? | Yes | No |
| 10. Have you have been fired, released from probation, or asked to resign from any place of employment? | Yes | No |
| 11. Have you ever been involved in a physical/verbal altercation with a supervisor, co-worker, or customer? | Yes | No |
| 12. Have you ever missed days or been late to work due to drug or alcohol consumption? | Yes | No |

Financial

- | | | |
|---|------------|-----------|
| 1. Have you ever filed for or declared bankruptcy (Chapter 7, 11, or 13)? | Yes | No |
| 2. Have any of your bills ever been turned over to a collection agency?..... | Yes | No |
| 3. Have you ever had purchased goods repossessed? | Yes | No |
| 4. Have your wages ever been garnished? | Yes | No |
| 5. Have you ever been delinquent on income or other tax payments? | Yes | No |
| 6. Have you ever failed to file income tax or cheated/lie on an income tax form? | Yes | No |
| 7. Have you ever had an employment bond refused? | Yes | No |
| 8. Have you ever avoided paying any lawful debt by moving away? | Yes | No |
| 9. Have you ever defaulted on (failed to pay) a loan? | Yes | No |
| 10. Have you ever failed to make or been late on a court-ordered payment (e.g., child support, alimony, restitution, etc.)? ... | Yes | No |
| 11. Have you written three or more bad checks in a one-year period? | Yes | No |
| 12. Have you ever borrowed money to pay for a gambling debt? | Yes | No |

Other Topics

- | | | |
|--|------------|-----------|
| 1. Have you ever been evicted or asked to leave a residence? | Yes | No |
| 2. Have you ever left a residence owing rent? | Yes | No |
| 3. Have you ever been refused a permit to carry a concealed weapon? | Yes | No |
| 4. Have you ever hit or physically overpowered a spouse or romantic partner? | Yes | No |
| 5. Since the age of 18, have you ever been involved in an anger-provoked physical fight, confrontation, or other acts of violence? | Yes | No |
| 6. Are you now, or have you ever been, a member or associate of a criminal enterprise, street gang or hate group? | Yes | No |
| 7. Do you have any tattoos? If so please describe the tattoo and location on extra page. | Yes | No |

Please use the space below to explain any **Yes** answer.

Additional Information or Comments
