

# **EMPLOYEE APPLICATION PACKET**

# **Vinton Police Department**

310 A Avenue Vinton, IA 52349 Phone: (319) 472-2321

http://cityofvinton.org/police-department

The Employee Application Packet is required of all paid and volunteer Department applicants and includes the following parts:

Part A: Employment Application

Part B: Authorization for Release of Information

Part C: Pre-Employment Questionnaire

Part D: Physical Self-Assessment Questionnaire (Only required for regular and reserve officer applicants)

To be considered for employment, **you must complete all sections** of each part of the application packet. Applicants submitting incomplete application packets will not be included in the selection process. The information you provide will be used in the background investigation to determine your suitability for a position with the Vinton Police Department.

- You must respond to all items and questions. If a question does not apply to you, write "N/A" (not applicable) in the space provided for your response.
- All responses must be typewritten or printed neatly in blue or black ink.
- If you need more space for any response, attach additional pages and include the section number that it refers to.
- Send the completed form to the Vinton Police Department.

In addition to completing the application packet, the following documents must be provided by the applicant before a final offer of employment may be made:

- Copy of high school diploma or GED or transcripts.
- Copy of college degree, certificate program, or grade transcripts, if applicable.
- Copy of DD-214 (military discharge document), if applicable.
- Copy of ILEA certificate(s), if applicable.
- Any additional documents or certificates of training that may assist the Department in evaluating the applicant's suitability for employment.
- Any additional documentation as determined by the Department.

Disqualification: There are very few automatic reasons for rejection. However, **deliberate misstatements or omissions will automatically result in your application being rejected**,
regardless of the nature or reason for the misstatements/omissions.

I have read and understand the above instructions.

| Applicant signatur | e:             |            | Date:                                |
|--------------------|----------------|------------|--------------------------------------|
|                    |                | Position   | (s) applying for:                    |
| [                  | Police Officer | ☐ Clerical | ☐ Reserve Police Officer ☐ Volunteer |

## **EMPLOYMENT APPLICATION**

#### VINTON POLICE DEPARTMENT

PART <u>A</u>

The City of Vinton and the Vinton Police Department are equal opportunity employers. All qualified applicants are eligible to compete for all positions without regard to race, national origin, sex, creed, religion, age, martial status, or sexual orientation.

**NOTICE**: This application must be typewritten or clearly printed in ink. ALL questions must be answered and accompanying documents received PRIOR to processing. If a question or section is not applicable, indicate same with "N/A". If the space provided is not sufficient for complete answers, or you wish to furnish additional information, attach sheets of the same size as this application and label answers to correspond with questions.

|                |   | SECTION 1: PERSO   | NAL HIST       | ORY                   |                                       |      |  |
|----------------|---|--|----------------|-----------------------|---------------------------------------|------|--|
| FULL NAME (LA  | ST, FIRST, MIDDLE)                              |  |                | SOCIAL SECURITY N     | IUMBER                                |      |  |
| -              | R NAMES YOU HAVE USED<br>NAMES, MAIDEN NAMES, E | IEMAII ADDRESS   |                |                       |                                       |      |  |
| BIRTH DATE (M  | ONTH, DAY, YEAR)                                | PLACE OF BIRTH   |                | ARE YOU A US CITIZEN? |                                       |      |  |
| / /            |   |  |                | □ Y                   | es 🗌 No                               |      |  |
| CURRENT DRIV   | ER'S LICENSE / ID NUMBE                         | R CURRENT DRIVER'S LICE                                      | NSE / ID STATE | DO YOU HAVE A VAI     | LID LICENSE?                          | •    |  |
|                |   |  |                | ☐ Y                   | es 🗌 No                               |      |  |
| LIST ALL STATE | ES WHERE YOU HAVE HAD                           | A DRIVER'S LICENSE OR ID IS                                  | SUED           | DO YOU HAVE A VAI     |                                       | NSE? |  |
|                |   |  |                | ☐ Y                   | es 🗌 No                               |      |  |
|                |   | SECTION 2: CONTAC  | T INFORM       | ATION                 |                                       |      |  |
| CURRENT MAIL   |   | SECTION 2. CONTAC  | APT#           |                       | HONE NUMB                             | ED   |  |
| CORRENT MAIL   | ING ADDRESS                                     |  | API#           | ( ) _                 | RESIDENCE/HOME PHONE NUMBER           |      |  |
| CITY STATE     |   | STATE  | ZIP            | MOBILE/CELL PHON      | MOBILE/CELL PHONE NUMBER              |      |  |
|                |   | 02   |                | ( ) -                 |                                       |      |  |
| PERMANENT AI   | DDRESS (IF DIFFERENT FR                         | OM ABOVE)  | APT#           | ALTERNATE PHONE       | NUMBER                                |      |  |
|                | •   | ,  |                | ( ) -                 |                                       |      |  |
| CITY           |   | STATE  | ZIP            | PREFERRED NUMBE       | R                                     |      |  |
|                |   | CECTION 2. DECIDE  | NCE IIICT      | CORV                  |                                       |      |  |
|                |   | SECTION 3: RESIDE  |                |                       |                                       |      |  |
| from home) a   | nd all military addresse                        | t ten (10) years chronologic<br>s, including any off-base ad |                |                       |                                       |      |  |
|                | MM/YYYY)  | FULL STREET ADDRESS  | i              | CITY                  | STATE                                 | ZIP  |  |
| FROM           | ТО  |  |                |                       | • • • • • • • • • • • • • • • • • • • |      |  |
| /              | /   |  |                |                       |                                       |      |  |
| /              | /   |  |                |                       |                                       |      |  |
| /              | /   |  |                |                       |                                       |      |  |
| /              | /   |  |                |                       |                                       |      |  |
| /              | /   |  |                |                       |                                       |      |  |
| /              | /   |  |                |                       |                                       |      |  |
| /              | /   |  |                |                       |                                       |      |  |

|                 |                 | SECTION 4a: ED   | UCATIO      | N (HIGH    | I SCI      | HOOL    | )       |          |                |                  |
|-----------------|-----------------|--|-------------|------------|------------|---------|---------|----------|----------------|------------------|
|                 |                 | valent programs) that you had rement specific training programs. |             | ded or pai | rticipat   | ted in. | Do N    | OT incl  | ude l          | aw enforcement   |
| DATES (N        | MM/YYYY)        | FULL NAME OF SCHO  | )OI         | CITY       |            |         | STATE   | H6 U     | IPLOMA RECEIVE |                  |
| FROM            | то              | TOLE NAME OF SOME  | ,oL         |            | <u> </u>   | •       |         | SIAIL    | 113 0          | II LOMA KLOLIVLI |
| /               | /               |  |             |            |            |         |         |          |                | ☐ Yes ☐ No       |
| /               | /               |  |             |            |            |         |         |          |                | ☐ Yes ☐ No       |
| 1               | /               |  |             |            |            |         |         |          |                | ☐ Yes ☐ No       |
|                 | SECTI           | ON 4b: EDUCATION   | (COLLE      | GE ANI     | D TR       | ADE S   | SCH     | OOLS     | )              |                  |
|                 | II post-seconda | ary schools (or equivalent p<br>demies, unless the acader        | orograms)   | that you h | nave a     | ttended | d or pa | articipa |                | n. Do NOT        |
|                 | MM/YYYY)        |  |             |            |            |         |         |          |                |                  |
| FROM            | то              | FULL NAME OF SCHOOL  | CI          | TY         | STAT       | E FIEL  | LD OF   | STUDY    |                | DEGREE REC'D     |
| /               | /               |  |             |            |            |         |         |          |                | ☐ Yes ☐ No       |
| /               | /               |  |             |            |            |         |         |          |                | <br>☐ Yes ☐ No   |
| /               | /               |  |             |            |            |         |         |          |                | Yes No           |
|                 |                 | SECTION 4c: LAW  | ENEOD       | CEMEN      | IT TD      | AILAIA  | ıc      |          | •              |                  |
| list savilsvi s |                 |  |             | _          |            |         |         |          |                |                  |
|                 | •               | ecific training schools that y                                   | you nave a  | allended.  | או טע      | JI IISU | Jegre   | e seeki  | ng pi          | ograms.          |
| FROM            | MM/YYYY) TO     | NAME OF SCHO   | OL/TRAINI   | NG         |            |         |         | LOC      | ATION          | ı                |
| /               | /               |  |             |            |            |         |         |          |                |                  |
| /               | /               |  |             |            |            |         |         |          |                |                  |
| /               | /               |  |             |            |            |         |         |          |                |                  |
|                 |                 | SECTION 4d   | . NAII IT A | DV TD      | A I N II N | ıc      |         |          |                |                  |
|                 | ng schools that | you attended as part of ar                                       |             |            |            |         | inclu   | ıde civi | lian la        | aw enforcement   |
| training.       |                 | T  |             | T          |            |         |         |          |                |                  |
|                 | MM/YYYY)        | NAME OF SCHOOL/TRA   | INING       |            | LC         | CATION  | 1       |          | BR             | ANCH OF SERVICE  |
| FROM            | то              |  |             |            |            |         |         |          |                |                  |
| /               | /               |  |             |            |            |         |         |          |                |                  |
| /               | /               |  |             |            |            |         |         |          |                |                  |
| /               | /               |  |             |            |            |         |         |          |                |                  |
|                 |                 | ECTION 4 MICCEL  | 4115011     | 0 50110    |            |         |         |          |                |                  |
|                 |                 | SECTION 4e: MISCEL   |             |            |            |         |         |          |                |                  |
|                 | omputer skills, | or skills that you have tha<br>specialty training, and fore      |             |            |            |         |         |          |                |                  |
|                 |                 |  |             |            |            |         |         |          |                |                  |
|                 |                 |  |             |            |            |         |         |          |                |                  |
|                 |                 |  |             |            |            |         |         |          |                |                  |
|                 |                 |  |             |            |            |         |         |          |                |                  |
|                 |                 |  |             |            |            |         |         |          |                |                  |

|                                     | SECTION   | N 5: FINANCIAL RECORD                         |                               |
|-------------------------------------|---|---|-------------------------------|
| a. What is the to                   | tal amount of your monthly fina                                   | ancial obligations?                           |                               |
|                                     | monthly financial obligations k<br>vered "no" above, please expla |   |                               |
|                                     |   |   |                               |
| c. Do vou have a                    | any sources of income other th                                    | an your salary? ☐ Yes ☐ No                    |                               |
|                                     | vered "yes" above, please expl                                    |   |                               |
|                                     |   |   |                               |
|                                     |   |   |                               |
|                                     | SECTION 6a: COUR  | RT RECORD (CRIMINAL / TRAFF                   | FIC)                          |
| Have you ever been tickets? ☐ Yes ☐ |   | violation of the law including traffic offens | es, but not including parking |
| If you answored "you                | e" abovo, plaggo list all such m                                  | atters below. Include all charges includin    | ug charges that were          |
|                                     |   | ot found guilty, received a deferred judgr    |                               |
|                                     |   | narge that was not a traffic citation with a  |                               |
| DATE (MM/DD/YYYY)                   | JURISDICTION  | CHARGE  | DISPOSITION                   |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
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| / /                                 |   |   |                               |
|                                     |   |   |                               |
|                                     | SECTION 6   | b: COURT RECORD (CIVIL)                       |                               |
| Have you ever been                  |   | court action (including divorce)?             | □ No                          |
| If you answered "ves                | s" above. please list all such m                                  | atters below. Please attach a separate s      | heet explaining each action.  |
| DATE (MM/DD/YYYY)                   | JURISDICTION  | NATURE OF ACTION / ROLE                       | DISPOSITION                   |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
| / /                                 |   |   |                               |
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|                                     | •   | •   | •                             |

|  | SECTION 7: SELECTIVE SERVICE / MILITARY RECORD  |                  |                              |   |           |  |  |  |
|--|---|------------------|------------------------------|---|-----------|--|--|--|
| a. Have yo   | ou ever registe   | red with the     | Selective Service            | e?  | N/A       | (female)   |  |  |
| b. Have yo   | ou ever applied   | I for a position | on with any branc            | ch of the armed for                       | ces? [    | ☐ Yes ☐ No                                       |  |  |
|  | c. Have you ever been rejected by any branch of the armed forces?   |                  |                              |   |           |  |  |  |
| d. Have you ever been inducted in to any branch of the armed forces?   Yes  No If you answered "yes" above, please explain complete the remainder of this section, otherwise, you may move on to the next section. |   |                  |                              |   |           |  |  |  |
|  |   |                  |                              | of the armed force<br>e remainder of this |           |  |  |  |
| f. Were yo   | ou ever denied  | a security c     | learance, or had             | a clearance revoke                        | ed, sus   | pended, or downgraded? Yes No                    |  |  |
|  | g. Was any type of disciplinary action taken against you while in the service?   Yes No  If you answered "yes" above, please explain: |                  |                              |   |           |  |  |  |
| BRANCH OF MIL  | ITARY SERVICE   |                  | HIGHEST RANK A               | TTAINED                                   | ,         | SERIAL NUMBER                                    |  |  |
| DATE OF INDUC  | TION  |                  | DATE OF DISCHAR              | RGE                                       | -         | TYPE OF DISCHARGE                                |  |  |
| MEMBER OF NA   | TIONAL GUARD  Yes No  | / RESERVE?       | Please pro                   | vide a copy of                            | your      | DD-214 with your application.                    |  |  |
|  | SECTIONS  | O. CLUID (       | CROUR OR S                   | SOCIAL ORGAL                              | NII 7 A 1 | TON INVOLVEMENT                                  |  |  |
| List any clubs   | , societies, or o   | other organiz    | zations or social            | groups that you eit                       |           | TION INVOLVEMENT a member of now, or have been a |  |  |
|  |   |                  |                              | s, gun clubs, etc.)                       | 1         |  |  |  |
| START  | TES<br>END  |                  | E OF CLUB,<br>FION, OR GROUP | CITY                                      | STAT      | POSITION HELD / EXTENT OF INVOLVEMENT            |  |  |
| /  | /   |                  |                              |   |           |  |  |  |
| /  | /   |                  |                              |   |           |  |  |  |
| /  | /   |                  |                              |   |           |  |  |  |
| /  | /   |                  |                              |   |           |  |  |  |
| /  | /   |                  |                              |   |           |  |  |  |
| /  | /   |                  |                              |   |           |  |  |  |
|  |   | FOTION           | - VOLUETE                    | D AOTN//TIES                              | /         | OVMENT.  |  |  |
| Liot converse  |   |                  |                              | R ACTIVITIES                              | / LIVIF   | 'LUYMEN I  |  |  |
|  | teer activities of  | 1                | <u>-</u>                     | been involved in.                         |           | POSITION HELD / EXTENT OF                        |  |  |
| START  | END   | SPONSORIN        | G ORGANIZATION               | CITY                                      | STAT      | INVOLVEMENT                                      |  |  |
| 1  | /   |                  |                              |   |           |  |  |  |
| /  | /   |                  |                              |   |           |  |  |  |
| /  | /   |                  |                              |   |           |  |  |  |

| SECTION 10a: PROFESSIONAL REFERENCES |   |  |  |  |  |  |
|--------------------------------------|---|--|--|--|--|--|
| /                                    | / |  |  |  |  |  |
| /                                    | / |  |  |  |  |  |
| /                                    | / |  |  |  |  |  |
| /                                    | / |  |  |  |  |  |

#### of reputable standing in their communities, preferably those who have known you well during the past five years. If person(s) are retired, list their former occupation. COMPLETE NAME OCCUPATION **EMPLOYER** YEARS ACQUAINTED HOME ADDRESS CITY STATE ZIP PRIMARY PHONE **BUSINESS PHONE BUSINESS ADDRESS** CITY STATE ZIP COMPLETE NAME **OCCUPATION EMPLOYER** YEARS ACQUAINTED HOME ADDRESS CITY STATE ZIP PRIMARY PHONE BUSINESS ADDRESS CITY STATE ZIP **BUSINESS PHONE** COMPLETE NAME OCCUPATION **EMPLOYER** YEARS ACQUAINTED PRIMARY PHONE HOME ADDRESS CITY STATE ZIP **BUSINESS ADDRESS** CITY STATE ZIP **BUSINESS PHONE**

#### **SECTION 10b: RELATIVES**

Give complete information on all children, spouse or significant other, members of your immediate family, other family members that you have lived with and current roommates. List ONLY the city and state in which the person resides, not the full address. If you do not have complete information for any person, please attach a separate sheet explaining why.

| RELATION | COMPLETE NAME | DATE OF BIRTH | RESIDENCE CITY/STATE | PHONE NUMBER |
|----------|---------------|---------------|----------------------|--------------|
| Father   |               | / /           |                      | ( ) -        |
| Mother   |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |
|          |               | / /           |                      | ( ) -        |

#### **SECTION 11: EMPLOYMENT HISTORY**

List your work experience, starting with the most recent and working backwards chronologically. Include seasonal and part-time employment in addition to jobs held as a teenager. You must account for all time. If you were unemployed for a period of time, indicate as such and list dates of unemployment. If you do not recall the name of a supervisor, address of a business, etc., please indicate such on the application. Attach additional sheets if necessary.

| NAME OF EMPLOYER                | DATES OF EMPOYMENT | SALARY |
|---------------------------------|--------------------|--------|
| ADDRESS                         | POSITION           |        |
| CITY AND STATE                  | NAME OF SUPERVISOR |        |
| TELEPHONE ( ) -                 | REASON FOR LEAVING |        |
| TYPE OF WORK PERFORMED / DUTIES | L                  |        |
| NAME OF EMPLOYER                | DATES OF EMPOYMENT | SALARY |
| ADDRESS                         | POSITION           |        |
| CITY AND STATE                  | NAME OF SUPERVISOR |        |
| TELEPHONE ( ) -                 | REASON FOR LEAVING |        |
| TYPE OF WORK PERFORMED / DUTIES |                    |        |
| NAME OF EMPLOYER                | DATES OF EMPOYMENT | SALARY |
| ADDRESS                         | POSITION           |        |
| CITY AND STATE                  | NAME OF SUPERVISOR |        |
| TELEPHONE ( ) -                 | REASON FOR LEAVING |        |
| TYPE OF WORK PERFORMED / DUTIES | L                  |        |
| NAME OF EMPLOYER                | DATES OF EMPOYMENT | SALARY |
| ADDRESS                         | POSITION           |        |
| CITY AND STATE                  | NAME OF SUPERVISOR |        |
| TELEPHONE ( ) -                 | REASON FOR LEAVING |        |
| TYPE OF WORK PERFORMED / DUTIES |                    |        |
| NAME OF EMPLOYER                | DATES OF EMPOYMENT | SALARY |
| ADDRESS                         | POSITION           |        |
| CITY AND STATE                  | NAME OF SUPERVISOR |        |
| TELEPHONE ( ) -                 | REASON FOR LEAVING |        |
| TYPE OF WORK PERFORMED / DUTIES | 1                  |        |

| NAME OF EMPLOYER   | DATES OF EMPOYMENT             | SALARY                |
|--|--------------------------------|-----------------------|
| ADDRESS  | POSITION                       |                       |
| CITY AND STATE   | NAME OF SUPERVISOR             |                       |
| TELEPHONE  | REASON FOR LEAVING             |                       |
| TYPE OF WORK PERFORMED / DUTIES  |                                |                       |
| NAME OF EMPLOYER   | DATES OF EMPOYMENT             | SALARY                |
| ADDRESS  | POSITION                       |                       |
| CITY AND STATE   | NAME OF SUPERVISOR             |                       |
| TELEPHONE ( ) -  | REASON FOR LEAVING             |                       |
| TYPE OF WORK PERFORMED / DUTIES  |                                |                       |
| NAME OF EMPLOYER   | DATES OF EMPOYMENT             | SALARY                |
| ADDRESS  | POSITION                       |                       |
| CITY AND STATE   | NAME OF SUPERVISOR             |                       |
| TELEPHONE ( ) -  | REASON FOR LEAVING             |                       |
| TYPE OF WORK PERFORMED / DUTIES  |                                |                       |
| Have you ever applied for any position at another law engrees No If you answered yes to this question, list every agency you all agencies must be listed regardless of the outcome agency. | ou have applied to, starting w | vith the most recent. |
| If more space is needed, continue your response on a s   | eparate page.                  |                       |
| NAME OF LAW ENFORCEMENT AGENCY   | DATE OF APPLICATION (M         | IM/YYYY)              |
| ADDRESS  | POSITION APPLIED FOR           |                       |
| CITY AND STATE   | TELEPHONE ( ) -                |                       |
| NAME OF BACKGROUND INVESTIGATOR (if known)   |                                |                       |
| STEP:   APPLICATION   WRITTEN EXAM   PHYSICAL AGILIT  BACKGROUND CHECK   2 <sup>ND</sup> INTERVIEW   CONDITION  STATUS:   HIRED   ON ELIGIBILITY LIST   VOLUNTARY WITH                     | NAL OFFER                      |                       |

| NAME OF LAW ENFORCEMENT AGENCY                                | DATE OF APPLICATION (MM/YYYY) |
|---|-------------------------------|
| ADDRESS   | POSITION APPLIED FOR          |
| CITY AND STATE  | TELEPHONE ( ) -               |
| NAME OF BACKGROUND INVESTIGATOR (if known)                    |                               |
| STEP:   APPLICATION   WRITTEN EXAM   PHYSICAL AGILITY TEST    | □ORAL INTERVIEW □POLYGRAPH    |
| ☐BACKGROUND CHECK ☐2 <sup>ND</sup> INTERVIEW ☐CONDITIONAL OFF | FER .                         |
| STATUS:   HIRED   ON ELIGIBILITY LIST   VOLUNTARY WITHDRAW    | ☐ DISQUALIFIED ☐ LIST EXPIRED |
| NAME OF LAW ENFORCEMENT AGENCY                                | DATE OF APPLICATION (MM/YYYY) |
| ADDRESS   | POSITION APPLIED FOR          |
| CITY AND STATE  | TELEPHONE                     |
|   | ( ) -                         |
| NAME OF BACKGROUND INVESTIGATOR (if known)                    |                               |
| STEP:   APPLICATION   WRITTEN EXAM   PHYSICAL AGILITY TEST    | □ORAL INTERVIEW □ POLYGRAPH   |
| ☐BACKGROUND CHECK ☐2 <sup>ND</sup> INTERVIEW ☐CONDITIONAL OFF | FER                           |
| STATUS:   HIRED   ON ELIGIBILITY LIST   VOLUNTARY WITHDRAW    | □DISQUALIFIED □ LIST EXPIRED  |
| NAME OF LAW ENFORCEMENT AGENCY                                | DATE OF APPLICATION (MM/YYYY) |
| ADDRESS   | POSITION APPLIED FOR          |
| CITY AND STATE  | TELEPHONE                     |
|   | ( ) -                         |
| NAME OF BACKGROUND INVESTIGATOR (if known)                    |                               |
| STEP:   APPLICATION   WRITTEN EXAM   PHYSICAL AGILITY TEST    | □ORAL INTERVIEW □POLYGRAPH    |
| ☐BACKGROUND CHECK ☐2 <sup>ND</sup> INTERVIEW ☐CONDITIONAL OFF | FER                           |
| STATUS:   HIRED   ON ELIGIBILITY LIST   VOLUNTARY WITHDRAW    | ☐ DISQUALIFIED ☐ LIST EXPIRED |
|   |                               |

THIS IS THE END OF THIS PORTION OF THE APPLICATION PACKET. PLEASE REVIEW THIS PORTION OF THE PACKET FOR ACCURACY

#### **AUTHORIZATION FOR RELEASE OF INFORMATION**

PART B

VINTON POLICE DEPARTMENT

| l,                   | , do hereby authorize a review of and full disclosure of all                        |
|----------------------|---|
| records concerning m | yself to any duly authorized agent of the City of Vinton and Vinton Police          |
| Department, whether  | the said records are of a public, private or confidential nature, including crimina |
| histories.           |   |

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 of records whenever filed; medical and psychiatric treatment and/or consultation, including hospitals, clinics, private practitioners, and the U.S. Veteran's Administration; employment and pre-employment records, including background reports, efficiency ratings, complaints or grievances filed by or against me; and the recollections of attorneys at law, or of other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had an interest.

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

I HEREBY SWEAR AND AFFIRM THAT EACH STATEMENT AND ALL INFORMATION IN OR SUPPLEMENTING THIS APPLICATION (PERSONAL AND PHYSICAL EVALUATION) ARE COMPLETE, TRUE AND ACCURATELY RECORDED TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT PROVIDING FALSE, MISLEADING AND/OR INCOMPLETE INFORMATION ON THIS APPLICATION IS GROUNDS FOR EXCLUSION FROM THE SELECTION PROCESS OR DISCHARGE IF DISCOVERED SUBSEQUENT TO EMPLOYMENT.

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

# I HAVE READ AND FULLY UNDERSTAND THE CONTENTS OF THE "AUTHORIZATION FOR RELEASE OF INFORMATION"

|   | Signature of Applicant |  |
|---|------------------------|--|
|   |                        |  |
| - | Date                   |  |

# PRE-EMPLOYMENT QUESTIONNAIRE

#### VINTON POLICE DEPARTMENT

PART <u>C</u>

The personal characteristics of honesty and integrity are crucial for law enforcement officers. All applicants must answer the following questions. Answers provided on this Pre-Employment Questionnaire will be reviewed carefully by members of the Department involved in the screening process.

If you answer "yes" to questions 1-73, please attach a separate sheet explaining the circumstances. List all items on additional sheets by question number.

| 1.  | Have you ever made or kept unauthorized copies of confidential information or documents?   | ☐ Yes | □No |
|-----|--|-------|-----|
| 2.  | Have you ever sold, given, or otherwise furnished confidential information to unauthorized individuals?  | ☐ Yes | □No |
| 3.  | Are you now or have you ever been a member of any organization, association, movement, group, or combination of persons which is totalitarian, fascist, communist, or subversive or which has adopted, or shows a policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution or which seeks to alter the form of Government of the United States by unconstitutional means? | Yes   | □No |
| 4.  | Have you ever applied for a weapons permit and been denied or had a weapons permit revoked?  | ☐ Yes | □No |
| 5.  | Have you ever filed for or declared bankruptcy (Chapter 7, 11 or 13)?  | ☐ Yes | □No |
| 6.  | Have any of your bills ever been turned over to a collection agency?   | ☐ Yes | □No |
| 7.  | Have you ever had purchased goods repossessed?   | ☐ Yes | □No |
| 8.  | Have your wages ever been garnished?   | ☐ Yes | □No |
| 9.  | Have you ever been delinquent on income or other tax payments?   | ☐ Yes | □No |
| 10. | Have you ever failed to file income tax or cheated/lied on an income tax form?   | ☐ Yes | □No |
| 11. | Have you ever avoided paying any lawful debt by moving away?   | ☐ Yes | □No |
| 12. | Have you ever defaulted on (failed to pay) a loan?   | ☐ Yes | □No |
| 13. | Have you ever spent money for illegal purposes (e.g., illegal drugs, prostitution, purchase of fraudulent documents, etc.)?  | ☐ Yes | □No |
| 14. | Have you ever failed to make or been late on a court-ordered payment (e.g., child support, alimony, restitution, etc.)?  | ☐ Yes | □No |
| 15. | Have you ever been sued?   | ☐ Yes | □No |
| 16. | Have you been in any physical fights since age sixteen (16)?   | ☐ Yes | □No |
| 17. | Have you ever been in a fight where weapons were involved?   | ☐ Yes | □No |
| 18. | Have you ever held a driver's license or other state issued identification under any other name?   | ☐ Yes | □No |

| 19. | Have you ever had your driving privileges suspended or revoked in any state?  | ☐ Yes | ☐ No |
|-----|---|-------|------|
| 20. | Have the police ever been called to your house for any reason?  | ☐ Yes | □No  |
| 21. | Were you ever required to appear before a juvenile court for an act which would have been a crime if committed as an adult?   | ☐ Yes | □No  |
| 22. | Have you or your spouse/partner ever been referred to the Iowa Department of Human Services or Child Protective Services in another state?  | ☐ Yes | □No  |
| 23. | Have you ever been the subject of protective order, restraining order, or stay-away order?  | ☐ Yes | □No  |
| 24. | Have you ever been detained by law enforcement for investigation, arrested, indicted, charged, or convicted of any misdemeanor or felony offense in this state or any other legal jurisdiction (including offenses in the Uniform code of Military Justice)? (If YES, explain on an attached page). | Yes   | □No  |
| 25. | Have you ever fraudulently received welfare, unemployment compensation, workers' compensation, or other state or federal assistance?  | ☐ Yes | □No  |
| 26. | Have you ever been required to repay any welfare payments, unemployment compensation, or other state or federal assistance?   | ☐ Yes | □No  |
| 27. | Have you ever filed a false insurance or workers' compensation claim?   | ☐ Yes | □No  |
|     | e you ever committed or participated in any of the following illegal acts regardless if you were tht, charged or convicted? (Questions 28-73)   |       |      |
| 28. | Murder, homicide, or attempted murder?  | ☐ Yes | ☐ No |
| 29. | Domestic abuse?   | ☐ Yes | ☐ No |
| 30. | Child abuse?  | ☐ Yes | ☐ No |
| 31. | Viewing or possessing child pornography?  | ☐ Yes | ☐ No |
| 32. | Animal abuse or neglect?  | ☐ Yes | ☐ No |
| 33. | Annoying, obscene, or harassing contacts by telephone or other electronic communications?   | ☐ Yes | ☐ No |
|     | Contributed to the delinquency of a minor (aided or abetted a minor to violate a law or ordinance)?   | ☐ Yes | □No  |
| 35. | Driven a motor vehicle while under the influence of alcohol and/or drugs?   | ☐ Yes | ☐ No |
| 36. | Drunk in a public place?  | ☐ Yes | ☐ No |
| 37. | Filed a false police report?  | ☐ Yes | ☐ No |
| 38. | Left the scene of a vehicle collision involving injuries?   | ☐ Yes | ☐ No |

| 39. | Illegal hunting and/or fishing (e.g. without a license, out of season, etc.)?  | ☐ Yes | ☐ No |
|-----|--|-------|------|
| 40. | Impersonating a police officer?  | ☐ Yes | □No  |
| 41. | Indecent exposure and/or lewd or obscene conduct?  | ☐ Yes | ☐ No |
| 42. | Intentionally written a bad check?   | ☐ Yes | □No  |
| 43. | Peeping (including, but not limited to, looking through a window or opening with the intent to invade someone's privacy)?                        | ☐ Yes | □No  |
| 44. | Possession of alcohol under the age of 21?   | ☐ Yes | ☐ No |
| 45. | Possession of falsified or altered identification, including use of another person's ID (for any reason)?  | ☐ Yes | ☐ No |
| 46. | Prostitution or solicitation of prostitution?  | ☐ Yes | ☐ No |
| 47. | Resisting arrest and/or delaying or obstructing an officer (including, but not limited to running from the police)?                              | ☐ Yes | □No  |
| 48. | Trespassing?   | ☐ Yes | ☐ No |
| 49. | Criminal mischief (vandalism)?   | ☐ Yes | ☐ No |
| 50. | Arson?   | ☐ Yes | □No  |
| 51. | Assault (use of unlawful force against another)?   | ☐ Yes | ☐ No |
| 52. | Assault while displaying a dangerous weapon (unlawfully used or threatened to use an instrument likely to cause serious bodily injury or death)? | ☐ Yes | □No  |
| 53. | Blackmail or extortion?  | ☐ Yes | ☐ No |
| 54. | Burglary (entering a structure or vehicle to commit theft or other crime)?   | ☐ Yes | ☐ No |
| 55. | Child molestation (performing unlawful acts with a child, inappropriate touching of a child)?  | ☐ Yes | ☐ No |
| 56. | Elder abuse and/or neglect (physical and/or financial)?  | ☐ Yes | ☐ No |
| 57. | Non-consensual sexual acts on another person (sexual assault, rape)?   | ☐ Yes | ☐ No |
| 58. | Forgery (falsifying any type of document, check, certificate, license, currency, etc.)?  | ☐ Yes | □No  |
| 59. | Fraudulent use of a credit, ATM, debit, and/or check card?   | ☐ Yes | ☐ No |
| 60. | Hate crime?  | ☐ Yes | ☐ No |
| 61. | Perjury (lying under oath)?  | ☐ Yes | □No  |
| 62. | Possession, manufacture, or use of an explosive, incendiary, or other destructive device?  | ☐ Yes | □No  |
| 63. | Robbery (theft from another person using a weapon, force, or threat of force)?   | ☐ Yes | □No  |

|   | Date  |       |      |  |
|---|---|-------|------|--|
|   | Signature of Applicant  |       |      |  |
|   | Cinn at the of A continued  |       |      |  |
| I do hereby swear and affirm that each statement is true and accurate to the best of my knowledge. I understand that providing false, misleading and/or incomplete information is grounds for exclusion from the selection process or discharge if discovered subsequent to employment. |   |       |      |  |
| 76.   | Are you aware of anything about yourself that you fell may disqualify you from employment?  | ☐ Yes | □No  |  |
| 75.   | Did you answer all the questions truthfully and accurately on your employment application?  | ☐ Yes | ☐ No |  |
| 74.   | Do you feel that it is necessary for all law enforcement agency applicants to be completely honest?   | ☐ Yes | □No  |  |
| Mis   | scellaneous Questions.  |       |      |  |
| Rer<br>atta   | minder: If you answered "yes" to any of the above questions, please ach a separate sheet explaining the circumstances. List all items on ditional sheets by question number.  |       |      |  |
| 73.   | Any other felony crime or crime of moral turpitude?   | ☐ Yes | ☐ No |  |
| 72.   | Carried illegal drugs for another person?   | ☐ Yes | ☐ No |  |
| 71.   | Unlawfully sold or furnished any illegal drugs?   | ☐ Yes | ☐ No |  |
| 70.   | Unlawfully manufactured or cultivated any illegal drugs?  | ☐ Yes | ☐ No |  |
|   | responding to this question, "illegal drugs" include the unauthorized or illegal use of prescription medications or over-the-counter drugs or the illegal use of any other substance for the purpose of "getting high". These substances may include but are not limited to any of the following; amphetamines/methamphetamines (uppers, speed, crank, etc.), barbiturates (downers), cocaine/crack cocaine, designer drugs (ecstasy, synthetic heroin, etc.), GHB (date rape drug), hallucinogens (peyote, LSD, mushrooms), hashish/hashish oil, heroin/opium, mescaline, morphine, PCP/angel dust, Quaaludes, steroids, tetrahydrocannabinol (THC), glue, paint, or any substance containing toluene. |       |      |  |
| 69.   | Unlawfully used any other illegal drugs at any time in your life? For the purpose of  | ☐ Yes | □No  |  |
| 68.   | Used marijuana at any time in your life?  | ☐ Yes | ☐ No |  |
| 67.   | Used marijuana within the last five (5) years?  | ☐ Yes | □No  |  |
| 66.   | Bribery?  | ☐ Yes | □No  |  |
| 65.   | Theft of a vehicle and/or vehicle parts?  | ☐ Yes | □No  |  |
| 64.   | Stalking?   | ☐ Yes | ☐ No |  |

## PHYSICAL SELF-ASSESSMENT QUESTIONNAIRE

## VINTON POLICE DEPARTMENT

PART <u>D</u>

You may be called to perform the following physical tasks during the performance of law enforcement duties. Please indicate by marking "yes" or "no" as to whether or not you feel you are able to perform these physical tasks with or without reasonable accommodation.

| Carry a person who has been arrested and is unable or refuses to walk to a police car.   | ☐ Yes | ☐ No |
|--|-------|------|
| Carry (with the aid of another officer) a stretcher with an injured person on it.  | ☐ Yes | ☐ No |
| Carry (with the aid of another officer) a body bag containing a dead person.   | ☐ Yes | ☐ No |
| Carry equipment belt which contains gun, radio, ammunition, handcuffs, etc. for the duration of a shift by wearing it around your waist. | Yes   | □No  |
| Carry a sick or injured person down several flights of stairs.   | ☐ Yes | ☐ No |
| Carry a person who has been overcome by smoke from a burning building.   | Yes   | ☐ No |
| Carry an unconscious person out of a ditch or across rough terrain.  | ☐ Yes | ☐ No |
| Carry various types of equipment (TVs, stereos, small safes, etc.) that have been confiscated.   | ☐ Yes | □No  |
| Climb up a fire escape or a steep embankment.  | ☐ Yes | ☐ No |
| Climb over a fence or fallen tree while chasing a suspect.   | ☐ Yes | ☐ No |
| Climb up to and through the window of a building.  | ☐ Yes | ☐ No |
| Pull an unconscious or injured person from an automobile that was involved in an accident.   | Yes   | ☐ No |
| Pull your own weight off the ground.   | ☐ Yes | ☐ No |
| Pull a person who is resisting arrest out of a car.  | ☐ Yes | ☐ No |
| Pull one person away from another.   | ☐ Yes | ☐ No |
| Pull open the door of a car that was involved in an accident.  | ☐ Yes | ☐ No |
| Run after a suspect on the street.   | ☐ Yes | ☐ No |
| Run after a suspect through the yards of a residential area.   | ☐ Yes | ☐ No |
| Run after a suspect through a parking lot while running around the cars.   | ☐ Yes | ☐ No |
| Run up and down stairs or steep inclines.  | ☐ Yes | ☐ No |

| Run to the scene of an accident if you are unable to get to the scene with your vehicle.  | ☐ Yes | ☐ No |
|---|-------|------|
| Run after a suspect through a wooded area.  | ☐ Yes | ☐ No |
| Push a stalled car.   | ☐ Yes | ☐ No |
| Push a person who is attempting to fight with you.  | ☐ Yes | ☐ No |
| Push open a locked door to a house or other building.   | ☐ Yes | ☐ No |
| Push a person to keep him/her away from an emergency area (at a car accident or fire) when he/she tries to force his/her way into the emergency area. | ☐ Yes | ☐ No |
| Jump out of the way of an object that has been thrown at you.   | ☐ Yes | ☐ No |
| Jump over a ditch while chasing a suspect that you want to arrest.  | ☐ Yes | ☐ No |
| Jump across (or over) holes and small objects in a yard or field while chasing a fleeing suspect.   | ☐ Yes | ☐ No |
| Jump up in order to grasp the top of a wall or fence.   | ☐ Yes | ☐ No |
| Jump down from a fence top, after climbing up the fence while chasing a person.   | ☐ Yes | ☐ No |
| Lift (with the aid of another officer) an unconscious or injured person onto a stretcher.   | ☐ Yes | ☐ No |
| Lift an object off a person.  | ☐ Yes | ☐ No |
| Lift a person who is resisting arrest into the back of a patrol car.  | ☐ Yes | ☐ No |
| With the aid of another person, lift a stretcher over your head while carrying it down several flights of stairs.                                     | ☐ Yes | ☐ No |
| Drag a person who is unable to walk from a dangerous area such as a house fire, accident, etc.  | ☐ Yes | ☐ No |
| Drag an obstacle such as a tree limb or dead animal from the roadway.   | ☐ Yes | ☐ No |
| Drag a person out of a lake, river, or ditch.   | ☐ Yes | ☐ No |
| Crawl into a car that has been involved in an accident.   | ☐ Yes | ☐ No |
| Crawl through a culvert under a road.   | ☐ Yes | ☐ No |
| Balance while walking across a log that has fallen across a creek or ditch.   | ☐ Yes | ☐ No |
| Balance while walking on beams in an attic.   | ☐ Yes | ☐ No |
| Change tire of a police car or car of a person who has asked for help.  | ☐ Yes | ☐ No |
| Kick in a locked door.  | ☐ Yes | ☐ No |

|   | <del>-</del>                           |                             | Date                                |       |      |
|---|--|-----------------------------|-------------------------------------|-------|------|
|   |  | Sign                        | ature of Applicant                  |       |      |
|   | -                                      | C:ana                       | ature of Applicant                  |       |      |
| I do hereby swear and affirm that each statement is true and accurate to the best of my knowledge. I understand that providing false, misleading and/or incomplete information is grounds for exclusion from the selection process or discharge if discovered subsequent to employment. |  |                             |                                     |       |      |
|   | Run on different textu                 |                             |                                     | Yes   | □No  |
|   | Wrestle a person to t                  | the ground who is attempt   | ing to escape or resisting arrest.  | ☐ Yes | ☐ No |
|   | Dodge clothes lines, residential area. | lawn furniture, etc., while | chasing a fleeing suspect through a | Yes   | ☐ No |
|   | Swim in a lake or rive                 | er.                         |                                     | ☐ Yes | ☐ No |
|   | Stand in an intersecti                 | ion or at an emergency si   | te.                                 | Yes   | ∐ No |