

WHEN RETURNING APPLICATION, PLEASE INCLUDE THE FOLLOWING DOCUMENTS:

1. Photostatic copy of social security
2. Photostatic copy of birth certificate
3. Photostatic copy of driver's license



**JEFFERSON TOWNSHIP
POLICE DEPARTMENT**

APPLICATION FOR POSITION OF: **Police Telecommunications Operator**

GENERAL INSTRUCTIONS: Handwrite or hand print an answer to every question. If space available is insufficient, use a separate sheet. **DO NOT MIS-STATE OR OMIT** material fact, since the statements made herein are subject to verification to determine your qualifications for employment.

1.	Last Name	First Name	Middle Name
2.	Aliases/Nickname	Maiden Name	Other changes in name
3.	<input type="checkbox"/> Male <input type="checkbox"/> Female	Social Security Number	Telephone # (area code)
4.	Present Residence Address	Street	City / P.O. State, Zip
5.	Date of Birth (month,day,year)	<input type="checkbox"/> Yes <input type="checkbox"/> No U.S. Citizen	Place of Birth
6.	Height	Weight	Eye Color Hair Color Scars / Marks / Tattoos

7. **Military Status:**
Have you ever served in the U.S. Armed Forces? Yes No

8. Education: List High Schools attended	School Location	Graduated		
		Yes	No	
College / University attended	School Location	Degree		
		Major	Yes	No

9. Foreign language: Enter foreign language and indicate your knowledge of reading, speaking, understanding & writing:

Language name:

Read: Excellent Good Fair
Understand: Excellent Good Fair
Write: Excellent Good Fair
Speak: Excellent Good Fair

Language name:

Read: Excellent Good Fair
Understand: Excellent Good Fair
Write: Excellent Good Fair
Speak: Excellent Good Fair

10. Vehicle Operator's License Number Expiration Date

11. Have you ever been denied issuance of a license or have you ever had a license suspended or revoked? Yes No

If yes, explain:

12(a) Employment: Begin with your most recent job and list your work history for the past five years, including part-time:

Employer Name	Job Title	Dates employed

12(b) Have you ever been discharged, asked to resign, furloughed, or put on inactive status for cause, or subjected to disciplinary action while in any position (except military)?

Yes No

If yes, state circumstances:

14. Credit and Character References: **DO NOT INCLUDE RELATIVES, former employers, or persons living outside the United states or its territories.** List only character references who have definite knowledge of your qualifications and fitness for the position for which you are applying. **DO NOT REPEAT NAMES OF SUPERVISORS.** List 3 credit and 5 character references.

Credit References: Name, complete address of references.

1)

2)

3)

Character References: Name, complete address of references.

1)

2)

3)

4)

5)

I certify that there are no misrepresentations, omissions or falsifications in the foregoing statements and answers, and that the entries made by me are true, complete and correct to the best of my knowledge and belief, and are made in good faith.

I further agree and consent in advance to being summarily discharged without cause or hearing if any of the above information contains any misrepresentation or falsification, or if any material information has been omitted.

Signature of applicant

Date

Sworn to before me this _____ day of _____ 20____.

(Notary Public)