



Police Officer Employment Application

The Borough of Edgewood is an Equal Opportunity Employer. All qualified applicants will be considered without regard to race, color, religion, national origin, ancestry, gender, disabilities or age. All information requested on this application form is solicited for the purpose of determining abilities and skills required for proper job placement and to facilitate verification of the information requested.

**This application must be completed in its entirety. Please print in ink or type.
Return to Edgewood Borough, 2 Race Street, Pittsburgh, PA 15218**

Position applied for: _____ Full Time Part Time ____/____/____
Date of Application

Name _____	SSN: _____
Address: _____	
Home Phone: _____	Cell Phone: _____
Driver's License Number: _____	
Email: _____	

I certify that I am at least 18 years old. I certify that I am legally authorized to work in the United States.
(Proof of authorization will be required upon employment.)

Have you applied previously at Edgewood Borough? Yes No If yes, give date: _____

May we contact your current employer? Yes No

If no, please give the name and phone number of someone familiar with your performance for your current employer that we may contact: _____
Name Number

Are you related to anyone employed by Edgewood Borough or to any elected officials in the Borough?
 Yes No

Can you work: Evenings Nights Weekends

Vehicle Licenses

Give the following information concerning any vehicle operator's license you have held or hold now.

Type of license	Number	Issuing Authority	Expiration
_____	_____	_____	_____
_____	_____	_____	_____

Have you ever had a license suspended or revoked? Yes No

If yes, please elaborate: Date of suspension or Revocation: _____

Reason(s): _____

RESIDENCE

Please list all current and former addresses for the past 10 years.

<i>Address</i>	<i>Beginning Date</i>	<i>End Date</i>	<i>Cohabitants Where do they live currently?</i>

Family

List in order given show parents, guardians, stepparents, foster parents, parents-in-law, brothers, sisters, stepbrothers and stepsisters. Include any others with whom you have resided or with whom a close relationship existed or exists.

<i>Relationship</i>	<i>Name</i>	<i>Address if living</i>
Mother	_____	_____
Father	_____	_____
	_____	_____
	_____	_____
	_____	_____

Financial Status

Do you have an income from any source other than your principal occupation? Yes No

How much?: _____ How often?: _____

The source(s): _____

Memberships

Past and present membership in organizations.

Name	Address	Type (Social, Fraternal, Professional, etc.)	Office Held	Date	
				From	To

Subversive Organizations: Please write yes or no.

_____ Are you now or have you ever been a member of any organization, association, movement, group or combination of persons which advocates the overthrow of our constitutional form of government, or which has adopted the policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States or which seeks to alter the form of government of the United States by any unconstitutional means?

_____ Are you or have you ever been affiliated or associated with any organization of the type described above, as an agent, official or employee?

_____ Are you now associating with, or have you associated with, any individual, including relatives, who you know or have reason to believe are or have been members of any of the organizations identified above?

_____ Have you ever been engaged in any of the following activities of any organization of the type described above: Distribution(s) to, attendance at or participation in any organizational, social, or other activities of said organization or any projects sponsored by them; the sale, gift, or distribution of any written, printed or other matter, prepared, reproduced, or published by them or any of their agents or instrumentalities?

If yes to any of the answers above, describe the circumstances. Attach additional sheets for a fully detailed statement. If associated with any of these organizations, specify nature and extent of association with each, including office or position held. Also include dates, places and credentials now or formerly held. If associations have been with individuals who are members of these organizations, then list the individuals and the organizations with which they are affiliated.

Education

Highest Grade completed: _____ Last High School: _____

Do you have a high school diploma or GED: Yes No

Please list any colleges, universities, trade or technical schools or apprenticeship programs.

<i>Name</i>	<i>Location</i>	<i>Length of Attendance</i>	<i>Degrees, Credits, Certificates or Licenses</i>

Military

Have you ever served in the U.S. Armed Forces? Yes No If yes, attach a copy of DD214.

While in the military service, were you ever convicted for any crime graded as a misdemeanor, felony or greater offense? Yes No

If yes, list date, place, law enforcing authority or type of court or court martial, charge and action taken for each incident. Use a separate sheet of paper to record this information.

Are you presently a member of a U.S. Reserve or State Guard organization?
 Yes No

If yes, complete the following:

Grade and Service No.: _____ Service and Component: _____

Organization and Station or Unit and Address:

Indicate Obligation, if any: _____

Other Qualifications

Describe the types of equipment you are capable of operating (machines, vehicles, computers, etc.)

List any trade, professional or skills certificates you hold: _____

Background

Have you ever been convicted of a crime other than a traffic violation? Yes No

If yes, explain: _____

Are there any incidents in your life not mentioned herein which may reflect upon your suitability to perform the duties which you may be called upon to take or which might require further explanation? If yes, provide details.

Have you ever been dismissed from public service for delinquency or misconduct of office? If yes, provide details.

Employment History

List all employment for the past ten years, beginning with current or most recent position.

Dates	Name and Address of Employer	Position Held and Supervisor	Reason for Leaving
From: _____ / _____ Mo. Year To: _____ / _____ Mo. Year	Name _____ Address _____ Phone _____	Your Title _____ Supervisor Name _____ Supervisor Phone _____	
List Major Duties		Wages	
		Start: _____ Final: _____	

Will this supervisor/employer give a good job reference? Yes No
 Were you: Discharged or asked to resign by this employer? Yes No
 Ever disciplined (given a written warning, suspended, denied a pay increase, etc.) by this employer? Yes No
 Ever counseled or warned about excessive absenteeism or tardiness by this employer? Yes No

If yes to any of the above, please explain: _____

Dates	Name and Address of Employer	Position Held and Supervisor	Reason for Leaving
From: ____/____/____ Mo. Year To: ____/____/____ Mo. Year	Name _____ Address _____ Phone _____	Your Title _____ Supervisor Name _____ Supervisor Phone _____	
List Major Duties		Wages	
		Start: _____ Final: _____	
<p>Will this supervisor/employer give a good job reference? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Were you: Discharged or asked to resign by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p> Ever disciplined (given a written warning, suspended, denied a pay increase, etc.) by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p> Ever counseled or warned about excessive absenteeism or tardiness by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes to any of the above, please explain: _____</p> <p>_____</p>			

Dates	Name and Address of Employer	Position Held and Supervisor	Reason for Leaving
From: ____/____/____ Mo. Year To: ____/____/____ Mo. Year	Name _____ Address _____ Phone _____	Your Title _____ Supervisor Name _____ Supervisor Phone _____	
List Major Duties		Wages	
		Start: _____ Final: _____	
<p>Will this supervisor/employer give a good job reference? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Were you: Discharged or asked to resign by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p> Ever disciplined (given a written warning, suspended, denied a pay increase, etc.) by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p> Ever counseled or warned about excessive absenteeism or tardiness by this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes to any of the above, please explain: _____</p> <p>_____</p>			

References

Please list three references other than relatives of former employers:

<i>Name/Address</i>	<i>Phone</i>	<i>Relationship</i>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Please attach a resume, if available.

Are there any incidents in your life not mentioned herein which may reflect upon your suitability to perform the duties which you may be called upon to take or which might require further explanation? If yes, provide details.

Have you ever been dismissed from public service for delinquency or misconduct of office? If yes, provide details.

CERTIFICATION, AUTHORIZATION AND AGREEMENT

I certify that the information supplied by me on this application form and in my resume, if any, is true and complete and does not contain any falsifications, omissions, or concealments of material fact. I authorize Edgewood Borough to investigate the truth of this information and of any other information I may supply during a pre-employment interview. I further authorize every school, employer, person and agency identified by me on this form or in my resume to release any and all verifying information Edgewood Borough may solicit from it or them. I further authorize Edgewood Borough to investigate my criminal history, my credit history and other aspects of my personal history, including my character and general reputation. If my application is denied in whole or in part because of information contained in a criminal history records report, Edgewood Borough will also advise me.

I hereby release all law enforcement agencies, my former employers, all educational institutions and programs and every other person identified by me on this form or in my resume from liability for any damage or injury to me arising out of the release of information requested by Edgewood Borough.

I understand and agree that Edgewood Borough's acceptance of this employment application does not constitute any promise, express or implied, that I will be hired. I further understand that Edgewood Borough does not guarantee anyone employment for any specific length of time. I therefore agree that, if I am hired, my employment may be terminated by either me or by Edgewood Borough at any time without notice or cause.

I further understand and agree that any offer of employment Edgewood Borough may make to me (and, if I am hired, my continued employment) will be contingent upon my submission of evidence verifying that I am authorized to work in the United States and may be contingent upon my taking and passing physical examinations and drug tests.

I certify that I am not a party to any contract of other obligation which would limit, interfere with or restrict my ability to work for Edgewood Borough in any way.

I hereby acknowledge that I have read this section of the employment application and fully understand the meaning and effect of signing this form. The undersigned understands that the statements herein made are subject to the penalties of 18 Pa C.S. §4904 related to unsworn falsification to authorities.

Signed: _____ Date: _____