

# CEDARBURG POLICE DEPARTMENT

## Cedarburg Emergency Government General Employment Application

Qualified applicants receive equal consideration. The Cedarburg Police Department does not discriminate in employment on the basis of any race, national origin, sex, age, marital status, disability, sexual orientation, or any other legally protected status.

Date \_\_\_\_\_

### PERSONAL INFORMATION

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_  
Street City State Zip

Telephone \_\_\_\_\_ Social Security Number \_\_\_\_\_

All offers of employment are contingent on the production of documents which verify eligibility to work in this country.

### EMPLOYMENT DESIRED

Position \_\_\_\_\_

Are you currently employed? Yes \_\_\_\_ No \_\_\_\_ Where \_\_\_\_\_

May we contact your current employer? Yes \_\_\_\_ No \_\_\_\_

Ever applied here before? Yes \_\_\_\_ No \_\_\_\_ When? \_\_\_\_\_

How were you referred to us? \_\_\_\_\_

### EMPLOYMENT HISTORY (List Present/Most Recent Employer First)

(1) Name of Employer \_\_\_\_\_ From (Month/Year) \_\_\_\_\_ To \_\_\_\_\_  
Address \_\_\_\_\_  
Position \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

(2) Name of Employer \_\_\_\_\_ From (Month/Year) \_\_\_\_\_ To \_\_\_\_\_  
Address \_\_\_\_\_  
Position \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

(3) Name of Employer \_\_\_\_\_ From (Month/Year) \_\_\_\_\_ To \_\_\_\_\_  
Address \_\_\_\_\_  
Position \_\_\_\_\_ Reason for Leaving \_\_\_\_\_

Do you have any other skills you wish to mention? Please list: \_\_\_\_\_

If hired, when would you be available to start? \_\_\_\_\_ Salary requirements \_\_\_\_\_

**EDUCATIONAL HISTORY**

High School \_\_\_\_\_ Location \_\_\_\_\_ Did you graduate Yes/No \_\_\_\_\_

College or University Attended:  
School                      Location                      Dates Attended                      Major/Minor                      Degree

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

General Information: Subjects of Special Study: \_\_\_\_\_

Are you pursuing further studies? Yes \_\_\_\_ No \_\_\_\_ If Yes, what? \_\_\_\_\_

**REFERENCES (List names of three persons not related to you who know your work qualifications)**

Name	Address	Organization/Business	Phone
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

**BACKGROUND INFORMATION**

Have you ever been convicted of a felony or misdemeanor? Yes \_\_\_\_ No \_\_\_\_

If yes, provide an explanation: \_\_\_\_\_

(A conviction will not be an automatic bar to employment and will be considered only as it relates to the job.)

Have you ever paid a forfeiture/fine for traffic/non-traffic or municipal ordinance violations? Yes \_\_\_\_ No \_\_\_\_

If yes, please provide an explanation: \_\_\_\_\_

(A conviction/payment of forfeiture/fine will not be an automatic bar to employment and will be considered only as it relates to the job.)

Do you have any charges pending against you? Yes \_\_\_\_ No \_\_\_\_

If yes, please provide an explanation: \_\_\_\_\_

(A pending charge or arrest is not an automatic bar to employment and will be considered only as it relates to the job.)

**PERSONAL STATEMENT**

Indicate in a brief statement your interest in having a position with the Cedarburg Police Department. Also indicate any personal qualifications and any special talents/experience which you believe demonstrates your potential to succeed in the position that you are applying for.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AUTHORIZATION**

I authorize investigation of all statements contained in this application or made by me during my interview. I understand that misinterpretation or omission of facts called for may be cause for rejection or subsequent dismissal if hired. I also authorize any former employer, person, firm, corporation, or government agency to disclose to the Cedarburg Police Department any information they have regarding me. I understand that the employment information may include, but is not necessarily limited to: performance evaluation and reports, job descriptions, disciplinary reports, letters of reprimand, and opinions regarding my suitability for employment possessed by it. I agree that the Cedarburg Police Department shall not be held liable if I am denied employment or terminated following employment if it is verified that I submitted false statements or have omitted substantive information.

I release the Cedarburg Police Department, as well as any providers of information, from any liability and for any damage which may result from the furnishing of information provided during the background investigation of my application and interview except from the malicious and willful disclosure of derogatory facts concerning my employment made for the express purpose of preventing me from obtaining employment which the officer, employee, or agent disclosing such facts knows are untrue.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

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