



## EDUCATIONAL INFORMATION

Type of School	Name & Mailing Address of School	Major	Circle Last Year Completed	Degree? (If yes, indicate degree)
High School			9 10 11 12	Yes No
College / University			1 2 3 4	Yes No
College / University			1 2 3 4	Yes No
Graduate			1 2 3 4	Yes No
Technical/ Business/ Trade School			1 2 3 4	Yes No
Other			1 2 3 4	Yes No

If you are not a high school graduate, have you passed the GED test?  Yes  No

List any correspondence courses, special courses, seminars, workshops, etc. that might relate to this position.

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List any licenses or certificates relating to this position.

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List any other skills/experience that relate to this position (typing, software skills, heavy machinery, etc.)

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List professional, trade, business or civic activities or associations to which you belong. (Please exclude memberships that would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.)

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## EMPLOYMENT HISTORY

Please begin with your present or most recent employer and provide all the information requested. "See resume" responses are **not acceptable and will not be processed**. All boxes must be completed thoroughly and completely even if you attach a resume. Attach additional sheets if necessary.

If you are currently employed, may we contact your employer?

Yes  No

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Employer: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Dates of employment: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_ Ending salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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Employer: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Dates of employment: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_ Ending salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

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Employer: \_\_\_\_\_ Phone number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Dates of employment: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Title: \_\_\_\_\_ Ending salary: \_\_\_\_\_

Duties: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

## PROFESSIONAL REFERENCES

Please list three references that are familiar with your work history and experience. Do not list relatives, friends or personal references in this section.

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Business relationship: \_\_\_\_\_ Years known: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Business relationship: \_\_\_\_\_ Years known: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Business relationship: \_\_\_\_\_ Years known: \_\_\_\_\_

Phone #: \_\_\_\_\_

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## MILITARY SERVICE

List any military service: \_\_\_\_\_

Type of Discharge: \_\_\_\_\_

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## PERSONAL REFERENCES

Please list three references you are not related to and by whom you have not been employed. These individuals should have known you for several years.

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ Years known: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ Years known: \_\_\_\_\_

Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address: \_\_\_\_\_ Years known: \_\_\_\_\_

Phone #: \_\_\_\_\_

**NOTICE TO APPLICANTS**  
**PLEASE READ BEFORE SIGNING AND RETURNING THE APPLICATION**

I certify that the foregoing statements are true and complete. I understand that any misstatement or omission of fact shall be sufficient cause for denial of employment or summary dismissal at any time during my employment. I consent to investigation by the Village of Prairie Grove of all references and previous employers to secure additional information, including my disciplinary history, without further written notice to me, in order to arrive at an employment decision. I release from any and all liability all representatives of the Village of Prairie Grove for their acts performed in good faith in connection with evaluating my application, credentials, training and qualifications.

I understand that any offer of employment is contingent upon the satisfactory completion of a physical examination, drug and alcohol screening and investigation of my work record and references. I understand that if I am employed by the Village of Prairie Grove, my employment can be terminated by either the Village or myself at-will, with or without cause, and with or without notice, at any time.

I understand also that I am required to abide by all rules and regulations of the employer.

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APPLICANT SIGNATURE

DATE

***Prairie Grove Police Department***  
***Rules and Regulations Agreement***

I hereby agree to abide by all rules and regulations of the Village of Prairie Grove, Illinois during and after all examinations programs. I further agree to abide by all rules and regulations of the Prairie Grove Police Department should I be appointed in due course of time. I understand the aforementioned rules are available for me to review at the Prairie Grove Police Department.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

**Applicants must sign form where requested and return with this application packet.**

*Village of Prairie Grove Police*  
*Test Results Waiver*

I, the undersigned, fully understand and agree that all test and the results thereof after become property of the Prairie Grove Police department. I further understand and acknowledge that all said testing material and results thereof are not subject for my review.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

**Applicant must signed form where requested and return with application packet.**

*Village of Prairie Grove Police Department*  
*Background Investigation Release*

*Date* \_\_\_\_\_

To Whom It May Concern:

I respectfully request that you forward to the Prairie Grove Police Department any and all information that you may have concerning my work record, my reputation, or me. In addition, please provide any information that may appear in my personnel file. This information is to be used to determine my qualifications and fitness for the position that I am seeking with the Prairie Grove Police Department.

I hereby release you and/or your employer from any liability and damage of whatsoever nature connected with the release of the information stated above.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Address \_\_\_\_\_

**Applicants must sign and return this form with the application packet.**

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*Village of Prairie Grove Police Department*  
*Release of Information Authorization*

I authorize and empower the municipality of the Village of Prairie Grove, Illinois and any other consumer reporting agency, state agency, or other outside service company engaged by said Police Department for this purpose, now or subsequently, to obtain, prepare, use and furnish information concerning my current and former employment, education, credit, general reputation, health, personal characteristics and mode of living, through correspondence or personal interview with neighbors, friends or associates or others with whom I am acquainted or who may have knowledge concerning any of the above items.

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

**Applicants must sign and return this form with this application packet.**

## **Police Officer Background Questions**

1. Is your application true and accurate?
2. Is there any information you would like to change or amend?
3. During your attendance at various schools, were you ever suspended or expelled? (If yes, provide details).
4. In employment positions you have previously held, have you ever received less than a satisfactory performance rating in any category of work you did?
5. Have you ever received any disciplinary action in any employment position you have previously held? (If yes, provide details).
6. Have you ever been forced to resign or fired from any employment position you have previously held? (If yes, provide details).
7. Have you ever resigned from any employment position while an investigation concerning you was pending? (If yes, provide details).

8. Is there any supervisor in any previous jobs you have held who would not give you a favorable recommendation if contacted by us? (If yes, provide details).

9. Besides minor office supplies, have you ever taken any merchandise from previous employers? (If yes, provide details).

10. Did you ever observe any other employees take goods or merchandise without authority from previous places you have worked? (If yes, provide details).

11. Did you report it?

12. Have you ever received a traffic citation? (If yes, provide details).

13. Do you gamble?

14. If so, what do you wager on?

15. Have you ever placed a bet through a bookmaker? (If yes, provide details).

16. What is the largest amount you have ever wagered?

17. When was the last time you placed a wager?

18. Since reaching the age of 17, have you ever shoplifted any merchandise?

19. If yes, what did you shoplift?

20. What were the items worth?

21. When was the last time you shoplifted any merchandise?

22. What items did you take?

23. How much were they worth?

24. Since reaching the age of 17, have you ever been with someone when they shoplifted merchandise?
25. When and where did this occur?
26. What were the items taken?
27. How much were they worth?
28. Have you ever committed a serious crime? (If yes, provide details).
29. Have your driving privileges ever been revoked in any state? (If yes, provide details).
30. Have you ever been involved in any incidents of domestic violence? (If yes, provide details).
31. Have you ever been the subject or target of any police investigation? (If yes, provide details).

32. Have you ever been detained or questioned by the police in any investigation?  
(If yes, provide details).

33. Have you ever purchased or received stolen property? (If yes, provide details).

34. Have you ever concealed or held stolen property for another person for  
safekeeping? (If yes, provide details).

35. Have you ever served as a lookout or watchdog for anyone who was committing  
a crime? (If yes, provide details).

36. Have you ever illegally possessed or concealed a firearm? (If yes, provide  
details).

37. During the past five years, have you ever been involved in any physical fights?  
(If yes, provide details).

38. Have you ever been a member of a street gang? (If yes, provide details).

39. Have you ever committed any criminal acts as a member of a street gang? (If yes, provide details).

40. Have you ever filed a false insurance claim? (If yes, provide details).

41. Have you ever filed a false accident report? (If yes, provide details).

42. Have you ever left the scene of an accident after being involved? (If yes, provide details).

43. Have you ever eluded or attempted to elude the police while being pursued by them for any reason? (If yes, provide details).

44. How many days have you missed work in the past 5 years?

45. On any occasions you have missed work, have you ever misled or lied to your employer regarding the reason for your absence? (If yes, provide details).

46. In places you have worked, have you ever lied to a supervisor? (If yes, provide details).

47. Have you ever threatened to use force against anyone? (If yes, provide details).

48. Have you ever gotten into arguments with co-workers or supervisors at work, where you raised your voice or used insulting language? (If yes, provide details).

49. Have you ever been convicted of any criminal offense, other than minor traffic offenses? (If yes, provide details).

50. Have you ever been on court probation as an adult? (If yes, provide details).

51. Have you ever committed arson? (If yes, provide details).

52. Have you ever committed forgery? (If yes, provide details).

53. Have you ever engaged in any sexual act with a child under the age of 17?  
(If yes, provide details).



54. Have you ever sexually assaulted anyone? (If yes, provide details).
55. Have you ever caused bodily harm to anyone since reaching the age of 17? (If yes, provide details).
56. Since reaching the age of 17, have you ever vandalized anyone's property? (If yes, provide details).
57. Since reaching the age of 17, have you ever committed indecent exposure? (If yes, provide details).
58. Since reaching the age of 17, have you ever made an obscene telephone call? (If yes, provide details).
59. Since reaching the age of 17, have you ever been a "Peeping Tom"? (If yes, provide details).
60. Since reaching the age of 17, have you illegally trespassed on someone else's property? (If yes, provide details).
61. Have you ever contemplated suicide? (If yes, provide details).

62. Have you ever written a bad check? (If yes, provide details).

63. Have you ever been named as a defendant in any civil lawsuit in any state or federal court? (If yes, provide details).

64. Have you previously applied for any positions in law enforcement?

65. If yes, where and when?

66. If you did apply and were not hired, please explain.

67. Have you ever been a member of any law enforcement agency?

### **Supplemental Background Questions**

68. If so, which one(s) and what positions did you hold?

69. Have you ever used law enforcement records or computers to obtain information for anyone outside of the police department for any reason? (If yes, provide details).
70. Have you ever accepted money, goods or services to influence any decision or action while a member of a law enforcement agency? (If yes, provide details).
71. Have you ever used unnecessary force against any person while performing your duties as a law enforcement officer? (If yes, provide details).
72. Have you ever included inaccurate, erroneous or false information in any police report you prepared or caused to be prepared? (If yes, provide details).
73. Have you ever provided any inaccurate or false testimony in any court proceedings under oath? (If yes, provide details).
74. Have you ever prepared any affidavits or court documents containing inaccurate or false information? (If yes, provide details).
75. Have you ever damaged department property and concealed the damage or failed to report it? (If yes, provide details).

76. Have you ever confiscated any evidence or property as a law enforcement officer and failed to inventory it or bring it to the department? (If yes, provide details).

77. Have you ever made any arrests unlawfully or without probable cause? (If yes, provide details).

78. Have you ever conducted any unlawful searches and seizures? (If yes, provide details).

79. Have you ever consumed intoxicants on duty? (If yes, provide details).

80. Have you ever obtained a confession by means of physical threats or through use of physical force? (If yes, provide details).

81. Have you ever used your position as a law enforcement officer for personal gain? (If yes, provide details).

82. Have you ever tampered with or removed any official police records to affect the outcome of a case for the personal advantage of someone else? (If yes, provide details).

83. Have you ever had any citizen complaints against you as a law enforcement officer? (If yes, provide details).

84. Has a supervisor ever filed a report, recommendation or complaint against you as a law enforcement officer recommending disciplinary action or that an investigation be conducted? (If yes, provide details).

85. Have you ever been named as a defendant in any civil lawsuit in any state or federal court as a law enforcement officer? (If yes, provide details).

86. Have you ever been held in contempt of court in any proceedings as a law enforcement officer? (If yes, provide details).

87. Have you ever observed other law enforcement officers commit acts of misconduct and failed to report it? (If yes, provide details).

88. Have you ever reported another officer's misconduct to anyone? (If yes, provide details).