

# APPLICATION FOR POLICE OFFICER

## BERNVILLE BOROUGH POLICE

6602 Bernville Road Bernville, PA 19506

### APPLICANT INFORMATION

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Soc. Sec.# \_\_\_\_\_

Cell or work # ( ) \_\_\_\_\_

Are you 21 yrs of age or older? Yes ( ) No ( )

Are you a United States Citizen? Yes ( ) No ( )

When can you begin employment? \_\_\_\_\_

Have you completed the Pennsylvania Police Academy Basic Training Course, under Act 120?

Yes ( ) No ( )

If Yes, Where? \_\_\_\_\_ Date Completed: \_\_\_\_\_

MPOETC Number: \_\_\_\_\_

### Instructions to Applicant

1. Please be sure others can read your application. Use Ink, Not Pencil, Please Print.  
\* Illegible applications will not be processed
2. Fill out entire application, including the information requested above.  
\* Incomplete applications will not be processed
3. Filing an application does not imply that you will be hired.
4. Applicants who are considered for further processing and consideration will be required to undergo a thorough background investigation, a Polygraph or voice stress analysis examination may be required and other methods may be used as determined by the Bernville Borough Council.

#### Military Veteran Section

Yes ( ) No ( )

Branch: \_\_\_\_\_

Enlistment Date: \_\_\_\_\_

ETS Date: \_\_\_\_\_

Rank at ETS: \_\_\_\_\_

**This completed application  
is to be returned to the  
Bernville Borough Police  
Business Office**

**RESIDENCE RECORD:** Starting with your present address and working back, list each address at which you have resided since birth: *\*additional paper/sheets may be used if needed*

From	To	Street Address	Apt. No.	City or Town	State	Zip CODE
Mo. Yr.	Mo. Yr.					
	Present					

**EDUCATION RECORD:** List all schools you have attended

School Name:	Street Address & Ph.#	From	To	Highest Grade Completed	Graduated Yes / No
		Mo. Yr.	Mo. Yr.		

Indicate any Law Enforcement/Criminal Justice courses which you have completed or any other course you have taken which may be particularly useful to the position for which you are applying:

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Foreign languages:

1.) \_\_\_\_\_ ( ) Written ( ) Spoken ( ) Read  
 2.) \_\_\_\_\_ ( ) Written ( ) Spoken ( ) Read

Scholarships/Academic Honors/Awards:

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### EMPLOYMENT HISTORY:

List below, starting with your current employment - or - unemployment - and working back, each employment and period of unemployment you have had. Include within the sequence any period of active military service. If you were discharged from any employment, or requested to resign, so state under "Reason for leaving employment".

From Mo. Yr.	To Mo. Yr.	Company Name, Address, & Ph#	Type of work you performed	Name of Supervisor	Reason/Leaving Employment
	Present				

Continue employment history on Page 4



**EMPLOYMENT HISTORY** (continued)\*additional sheets may be used

From		To		Company Name, Address, & Ph#	Type of work you performed	Name of Supervisor	Reason/Leaving Employment
Mo.	Yr.	Mo.	Yr.				

May we contact your present employer?      (   )      Yes      (   )      No

Has any form of disciplinary action been taken against you by any employer?

(   )      Yes\*      (   )      No

\*Answering yes to this question will not result automatically in your being denied employment

Employer:	Reason:	Disciplinary action taken:

Have you ever been convicted of a crime?

( ) Yes\* ( ) NO If yes, explain below:

\*Answering yes to this question will not result automatically in your being denied employment

Date of Arrest	Location	Original Charge	Final Charge	Disposition, incl. date and court

Have you ever applied for a position in this police department in the past:

Yes ( ) No ( ) When \_\_\_\_\_

Do you have a current Pennsylvania driver's license?

Yes ( ) No ( ) If yes, complete the following:

Driver's license number: \_\_\_\_\_ Class \_\_\_\_\_ Expiration date \_\_\_\_\_

Restrictions \_\_\_\_\_

MILITARY SERVICE RECORD: List below any military service performed on either Active Duty or on Reserve or National Guard status.

From Mo. Yr.	To Mo. Yr.	Active or Reserve/NG	Branch of Service	Rank	Service Serial No.	Type of Discharge or Separation

**\*NOTE: Applicant must provide a copy of DD Form 214 with application.**

**MILITARY SERVICE DISCIPLINARY ACTION:** List below all disciplinary actions against you in military service by Courts-Martial or under Art. 15, Uniform Code of Military Justice.

Date	Specific Charge Against You	Type of Action - Be Specific (Courts-Martial, Art. 15, etc.)	Disposition of Charges

Do you have any physical or mental conditions that would inhibit your duties as a Police Officer?  
(YES/NO)

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Are you presently under a doctor's care?  
(YES/NO)

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Do you take any type of prescription medication?  
(YES/NO)

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### HANDWRITING SAMPLE

In paragraph form, state the reason(s) you would like to work for the Bernville Borough Police Department.  
**(PLEASE PRINT, DO NOT TYPE)**

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### SIGNATURE SECTION:

I hereby represent that the information provided is correct and complete to the best of my knowledge. I understand that any incorrect, incomplete or false statements or information furnished by me may void this application and/or subject me to discharge at any time after employment. Statements "under penalty" A person commits a misdemeanor of the third degree, if he/she makes a written false statement which he/she does not believe to be true, on or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable (Title 18 PACS, Section 4904 Dealing with Unsworn Falsification to Authorities).

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



(Middle)

**BERNVILLE BOROUGH POLICE**

**FAMILY:** List in order given, showing relationship, parents, guardians, step-parents, foster parents, parents-in-law, brothers, sisters, step-brothers, and step-sisters. Include any others with whom you have resided or with whom a close relationship existed or exists.

[illegible]

FINANCIAL STAUS: Do you have any income from any source other than your present principal occupation?

Yes ( ) No ( ) How Much? How Often?

Source \_\_\_\_\_

**Do you have or have you had any financial accounts:** ( ) Yes ( ) No  
(Savings, Checking, Loans, Stocks, Bonds, etc.) List accounts for past 7 yrs.

Name and Address of Financial Institution & Ph#	Type of Account:

PAST AND PRESENT MEMBERSHIP IN ORGANIZATIONS:

Name/Address/Zip	Type (social, fraternal, Etc.)	Offices	Dates:From/To



## SUBVERSIVE ORGANIZATIONS:

(YES/NO)

\_\_\_\_\_ Are you now or have you ever been a member of the Communist Party U.S.A. or any Communist organization anywhere?

\_\_\_\_\_ Are you now or have you ever been a member of a fascist organization?

\_\_\_\_\_ 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 individuals, 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: contribution(s) to, attendance at or participating in any organizational, social, or other activities of said organization or of 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?

**CHARACTER REFERENCES** List only character references who have definite knowledge of your qualifications for the position of application. List 5 character references. (Do not list relatives, former employers, or persons living outside the United States.)

Name	Address	Home Phone	Work Phone	Years Known

Have you ever filed for Bankruptcy or Chapter 7 or 11? Are there any incidents in your life which may reflect upon your suitability to perform the duties which you may be called upon to take or which may require further explanation? If yes, give details.

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Have you ever applied for a position with any other police department or governmental agencies?  
If yes, give details (name, address, phone number, etc...).

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REMARKS: or additional reasons you should be hired by the Bernville Borough Police

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I certify that there are no misrepresentations, omissions, or falsifications in the foregoing statements and answers, and that the entries made by me above are true, complete, and correct to the best of my knowledge and belief and are made in good faith. I understand that any incorrect, incomplete or false statements or information furnished by me may void my application and/or subject me to discharge at anytime after employment. Statements "under penalty" A person commits a misdemeanor of the Third Degree, if he/she makes a written false statement which he/she does not believe to be true, on or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable (Title 18 PACS, Section 4904 Dealing with Unsworn Falsification to Authorities).

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date