

**City of Elkton, Tennessee**  
**Application for Police Department Employment**

Please print legibly and fill in all blanks. Incomplete applications are subject to rejection. You may include a resume with the completed application. Signature and date are required to process the application. Additional pages may be attached to complete any requested information.

Position \_\_\_\_\_ Full-time\_\_\_ Part-time\_\_\_ Reserve\_\_\_.

Date\_\_\_\_\_

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

Other names including nick names\_\_\_\_\_

Phone Number(s)\_\_\_\_\_

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

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_

E-mail\_\_\_\_\_

Social media accounts\_\_\_\_\_

\_\_\_\_\_

Height\_\_\_\_\_ Weight\_\_\_\_\_ Eyes\_\_\_\_\_ Hair\_\_\_\_\_ Blood Type\_\_\_\_\_

Social Security #:\_\_\_\_\_ Date of Birth\_\_\_\_\_

Drivers License # \_\_\_\_\_ State \_\_\_\_\_ Class \_\_\_\_\_

DL Restrictions\_\_\_\_\_

Person to contact in case of an emergency:\_\_\_\_\_

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

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

Are you a citizen of the United States?\_\_\_\_\_ Can you travel if your job requires?\_\_\_\_\_

Have you previously filed an application or been employed by the City of Elkton?\_\_\_\_\_

\_\_\_\_\_

## Employment History

List employment for the past ten years and explain any gaps between jobs. Use extra sheets as needed.

Employer's Name \_\_\_\_\_

Address, City, State, Zip, and phone number \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_

Dates (From/To) \_\_\_\_\_ Salary \_\_\_\_\_

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

Employer's Name \_\_\_\_\_

Address, City, State, Zip, and phone number \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_

Dates (From/To) \_\_\_\_\_ Salary \_\_\_\_\_

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

Employer's Name \_\_\_\_\_

Address, City, State, Zip, and phone number \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_

Dates (From/To) \_\_\_\_\_ Salary \_\_\_\_\_

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

Employer's Name \_\_\_\_\_

Address, City, State, Zip, and phone number \_\_\_\_\_

Job Title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Duties \_\_\_\_\_

Dates (From/To) \_\_\_\_\_ Salary \_\_\_\_\_

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

Have you ever been disciplined by an employer to the extent that a written disciplinary action was placed in your personnel file and/or received time off or suspension without pay? If yes, please explain.

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**Education**

High School\_\_\_\_\_

Address\_\_\_\_\_

Diploma \_\_\_\_\_ Date\_\_\_\_\_

College/University/Technical School\_\_\_\_\_

Address\_\_\_\_\_

Major\_\_\_\_\_ Minor\_\_\_\_\_

Graduate?\_\_\_\_\_ Date(s)\_\_\_\_\_ Degree\_\_\_\_\_

College/University/Technical School\_\_\_\_\_

Address\_\_\_\_\_

Major\_\_\_\_\_ Minor\_\_\_\_\_

Graduate?\_\_\_\_\_ Date(s)\_\_\_\_\_ Degree\_\_\_\_\_

College/University/Technical School\_\_\_\_\_

Address\_\_\_\_\_

Major\_\_\_\_\_ Minor\_\_\_\_\_

Graduate?\_\_\_\_\_ Date(s)\_\_\_\_\_ Degree\_\_\_\_\_

College/University/Technical School\_\_\_\_\_

Address\_\_\_\_\_

Major\_\_\_\_\_ Minor\_\_\_\_\_

Graduate?\_\_\_\_\_ Date(s)\_\_\_\_\_ Degree\_\_\_\_\_

**Certifications or Other Training**

Are you a Tennessee Peace Officer Standards and Training certified officer? Yes No

Certification details and current status, number, date\_\_\_\_\_

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Are you eligible to become a Tennessee Peace Officer Standards and Training certified officer?  
Yes\_\_\_ No \_\_\_ Give details if certified in another state

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List any other certifications, training, or education that would be beneficial for the position. Prior or current certified law enforcement officers list your Peace Officers certification and any other relevant certifications/training. List name of training, certification numbers, agency or authority of certification/training, location, dates and hours (attach additional sheets as necessary).

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### **Medical and Psychological**

Do you have a disability, or medical/psychological condition that would prevent the performance of your job? Yes\_\_\_ No \_\_\_ If yes, please explain:

Do you have any allergies? Yes\_\_\_ No\_\_\_ If yes, explain:

Can you pass a medical and psychological exam as required for employment? Yes\_\_\_ No\_\_\_  
If no describe:

### **Background**

Have you been arrested or convicted of a misdemeanor or felony or offenses involving alcohol or drugs including prescription medication? Yes\_\_\_ No\_\_\_ If yes, describe in full, include disposition and dates:

Have you ever received any traffic citations? Yes\_\_\_ No\_\_\_ If yes, please describe in detail:

Have you ever been prohibited from owning or carrying a weapon due to Domestic Violence or any other prohibitive act as outlined in the Lautenberg Amendment? Yes\_\_\_ No\_\_\_ If yes, please describe in detail:

Have you ever been named a party in a law suit or other judicial or quasi-judicial proceeding?  
Yes\_\_\_ No\_\_\_ If yes give details and disposition:

Have you worked in Law Enforcement within the past 5 years? Yes\_\_\_ No\_\_\_  
If yes, give dates and locations:

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

### **Military**

Are you a military veteran? Yes\_\_\_ No\_\_\_ If yes attach DD214

Branch of Service\_\_\_\_\_ Rank at discharge\_\_\_\_\_

Dates of service\_\_\_\_\_ Type of discharge\_\_\_\_\_

Duties, MOS, AFSC, or Specialty(ies):\_\_\_\_\_

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### **Equipment**

Are you able to complete and pass a standard police qualification course for pistol, rifle, and  
shotgun? Yes\_\_\_ No\_\_\_

Are you currently certified in the use of force and less than lethal devices? (*circle*) *pepper  
spray, CEW, collapsible baton, other* \_\_\_\_\_

Are certified in police radar? Yes\_\_\_ No\_\_\_  
Details/Date\_\_\_\_\_

Do you have any personal police equipment (circle appropriate item):

Ballistic body armor, side arm, extra magazines, black leather or nylon duty belt, black leather or  
nylon level II or better holster, black leather or nylon accessory gear, flashlight, handcuffs,  
collapsible baton, pepper spray, CEW, black leather foot wear, rain gear, jacket, other –  
describe\_\_\_\_\_

List any equipment or machinery you are a qualified or a highly skilled operator such as private  
pilot, heavy equipment, K9 handler, (provide details and any certification numbers):

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### **Qualifications:**

- Must possess a valid TN Driver's License, or be able to acquire one within 30 days of employment.
- Must meet all requirements for police officer as set forth in TCA 38-8-106 to include: be 21 at the time of appointment, a US Citizen, must not have misdemeanor or felony conviction of moral turpitude, high school graduate or GED, must pass physical exam by

licensed physician, must be free of all psychological disorders, must pass a background investigation.

- Must be computer literate and highly competent to operate Windows OS and Microsoft Office products with emphasis on Word.
- Must consent to work and be available for irregular days/hours including nights, weekends, and holidays.

**Preferred:**

- TPOST certified or eligible for Transition School
- Prior police experience NMT 5 years and in good standing.
- At least two years of College course work
- Current with T.C.A. and court decisions, and liability relative to law enforcement.
- College level writing abilities using proper rules of grammar, punctuation, and vocabulary

Title VII of the Civil Rights Act of 1964. All interested parties shall be afforded the opportunity to apply and shall receive equal consideration in hiring, promotion, discharge, pay, fringe benefits, job training classification, referral and other aspects of employment without regard to race, color religion, sex, age, or national origin.

By affixing my signature below, I attest that all the foregoing information and including attached documentation is true and correct to the best of my knowledge. I also understand that falsification or omission of any of the above requested information may result in the rejection of the application for consideration, and in the immediate dismissal from employment should such falsehoods or omissions become known at a later date. Furthermore I hereby give my permission for the City of Elkton to access records and conduct a background check into my driving history, criminal history, employment history, medical records, psychological records, references, and any other verification of the information provided on this application or other necessary information for the eligibility of employment as a law enforcement officer.

\_\_\_\_\_ Date \_\_\_\_\_  
Applicant

Date you are able to begin employment \_\_\_\_\_

**Document check list to include with application**

*Application not considered completed for employment until all documents submitted*

- Attached extra sheets as needed
- Certified birth certificate
- Copy of driver's license
- Copy of passport if applicable
- High School diploma or GED
- College diploma(s)
- Other licenses or certifications
- Applicable court records showing final adjudication
- Reference letters (3)
- POST Certification
- Physical exam
- Psychological exam
- Resume
- Current passport sized or similar photograph