#### APPLICATION PROCEDURE FOR PART-TIME RESERVE OFFICER

Applicants must be a citizen of the United States, at least 21 years of and must possess a valid driver's license. All applicants must have a high school diploma or GED and successfully pass an extensive background investigation, including drug screen, polygraph and a psychological examination. Prior to being commissioned as a Reserve Officer, candidates must become certified through the State of Mississippi Peace Officers Standards & Training. Candidates must attend a 200 hour. 12 week Reserve Officer Training Academy. The academy requires 4 hour evening classes. three times per week during the twelve week program including several eight hour training sessions on Saturdays during the academy session.

Membership with the Gulfport Police Reserve organization is an "at will" nature, which means that you may resign at any time and you may be discharged at any time by the Gulfport Police Department with or without cause. False or misleading information given in the application or interview may result in immediate discharge.

#### **APPLICATION INSTRUCTIONS**

(Part-Time Reserve Officer Applicants Only)

It's recommended that all applications be typewritten; however, if it is handwritten, the application must be carefully printed and legible. Any application that is not clearly legible or complete will not be considered. The Gulfport Police Department will not be responsible for in information that is misread due to poorly written information. All questions must be answered. If a question is not applicable, so state. Applications, which are not complete and legible, will not be considered. If space provided is not sufficient for complete answers or you wish to furnish additional information, attach sheets of the same size as this application, and number answers to correspond with the questions. This application summarizes your employment history, references, military record, court record and family history. Only ORIGINAL applications will be accepted.

#### With your reserve officer application you must submit:

- Photo copy of your driver license (attach to page 11 of application)
- ✓ 2x2 front facing color photo (attach to page 11 of application)
- ✓ <u>Certified</u> copy of your high school transcript or GED certificate ✓ <u>Certified</u> copy of all college transcripts, if applicable
- ✓ **Certified** copy of your birth certificate
- ✓ Copy (not required to be certified) of your DD 214, if you served in the military.

If the certified copy of your transcript is mailed to you, it must remain SEALED when submitting to the Gulfport Police Department. We must have certified copies (except DD-214) of these documents before you can be considered. Your application and specified documents must be returned to the Gulfport Police Department, 2220 15<sup>th</sup> Street, Gulfport, MS. Applications may also be mailed to the address below:

> GULFPORT POLICE DEPARTMENT Attention: Lt. Phillip Kincaid P.O. Box S GULFPORT, MS 39502

Upon completion of the background investigation, you will be contacted by the Gulfport Police Department for further instruction.

Thank you for your interest in the Gulfport Police Department Reserve Program. If you have any questions regarding your eligibility for this program or the application process, you may contact Lieutenant Phillip Kincaid at 228.868.5900 ext. 6189.



# city of gulfport Police Department

#### APPLICATION FOR RESERVE OFFICER

P.O. BOX S 2220 15<sup>th</sup> Street GULFPORT, MS 30502 AN EQUAL OPPORTUNITY EMPLOYER



The Gulfport Police Department accepts applications without regard to race, color, religion, creed, gender, national origin, disability, marital status, veteran status, sexual orientation, or any other legally protected status.

#### IMPORTANT: This application must be returned to the Gulfport Police Department.

- Print clearly in black ink or type. Answer each question fully and accurately. <u>Incomplete applications will not be considered</u>. All information on your application is subject to verification.
- > This application will become void 90 days after you submit it, or when the position for which you applied is filled, or when you accept other employment, whichever occurs first.
- Any misrepresentations, deceit, or omissions on your application could result in automatic disqualification. All sections in this employment application are applicable to you regardless of position for employment you are applying for.
- If you have any questions regarding information on this application, please contact the Gulfport Police Department Reserve OIC, Lieutenant Phillip Kincaid @ 228-868-5900, ext 6189 or e-mail pkincaid@gulfport-ms.gov.

1. Personal Data							
Last Name			First Name		Middle	Name	
Social Security Number		Drivers Lic	cense Number / State		Date of Birth		
Home Phone: (Include Area Code)		Cell Phone	e: (Include Area Code)		Work or Message Pho	one: (Include Area Code)	
Email Address:							
A. Present Address:							
	House / Apartment Number	PO Box#	City	State	Zip Code	County	
B. Mailing Address, if different:							
	House / Apartment Number	/ PO Box #	City	State	Zip Code	County	

#### 2. Position Applied For

	Date of Application	Date Available to Start
Reserve Officer		
List all other names/nicknames you were know	wn that would enable us to check your education/ex	perience:
1		
2.		
2		
3.		

**3. RESIDENCES** – Beginning with your current address, list chronologically <u>ALL</u> previous residences, including addresses you had while attending school and on military assignment. Include <u>any</u> residence that you resided in for thirty (30) days or more.

Dates From To								
Fro	m	T						
Month	Year	Month	Year	Street Address (including zip code)	City	County/Parish	State	

Current Employer Name:	☐ Unemployed	Phone No. (including area coo	de)	
Address (including Zip Code)		Start Date	Ending Date	
City		State	Zip Code	
Job Title		Start Salary \$	Ending Salary \$	
Supervisor's Name		Work Performed		
Reason for Leaving				
Were you disciplined, counseled, warned, discharged	or asked to resign because of job perform	mance or for violating the con	npany rules of this organization? ☐ YES ☐ NO	
If Yes, explain.				
Employer Name:		Phone No. (including area coo	de)	
Address (including Zip Code)		Start Date	Ending Date	
City		State	Zip Code	
Job Title		Start Salary \$	Ending Salary \$	
		,	and godd y	
Supervisor's Name		Work Performed		
Reason for Leaving	or asked to resign because of job perform	nance or for violating the con	nnany rules of this organization? ☐ YES ☐ NO	
	-	mance or for violating the com	npany rules of this organization? ☐ YES ☐ NO	
Reason for Leaving  Were you disciplined, counseled, warned, discharged	-	mance or for violating the con	npany rules of this organization? □ YES □ NO	
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain.	-			
Reason for Leaving  Were you disciplined, counseled, warned, discharged	-	Phone No. (including area coo		
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain.	-			
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain.  Employer Name:	-	Phone No. (including area coo	de)	
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Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain.  Employer Name:  Address (including Zip Code)  City	-	Phone No. (including area cool Start Date  State	de)  Ending Date  Zip Code	
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain.  Employer Name:  Address (including Zip Code)  City  Job Title	-	Phone No. (including area cool Start Date State Start Salary \$	de)  Ending Date  Zip Code	
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain.  Employer Name:  Address (including Zip Code)  City  Job Title  Supervisor's Name  Reason for Leaving  Were you disciplined, counseled, warned, discharged		Phone No. (including area coordinate) Start Date State Start Salary \$ Work Performed	Ending Date  Zip Code  Ending Salary \$	
Reason for Leaving  Were you disciplined, counseled, warned, discharged If Yes, explain.  Employer Name:  Address (including Zip Code)  City  Job Title  Supervisor's Name  Reason for Leaving		Phone No. (including area coordinate) Start Date State Start Salary \$ Work Performed	Ending Date  Zip Code  Ending Salary \$	
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain		Phone No. (including area coordinate) Start Date State Start Salary \$ Work Performed	Ending Date  Zip Code  Ending Salary \$	
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain.  Employer Name:  Address (including Zip Code)  City  Job Title  Supervisor's Name  Reason for Leaving  Were you disciplined, counseled, warned, discharged		Phone No. (including area coordinate) Start Date State Start Salary \$ Work Performed	Ending Date  Zip Code  Ending Salary \$	
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain		Phone No. (including area cool Start Date Start Date Starte Start Salary \$ Work Performed  mance or for violating the con	Ending Date  Zip Code  Ending Salary \$	
Reason for Leaving  Were you disciplined, counseled, warned, discharged  If Yes, explain		Phone No. (including area cool Start Date State Start Salary \$ Work Performed  Phone No. (including area cool	Ending Date  Zip Code  Ending Salary \$  Inpany rules of this organization?   YES   NO	
Reason for Leaving  Were you disciplined, counseled, warned, discharged If Yes, explain		Phone No. (including area code) Start Date Start Salary \$ Work Performed  Phone No. (including area code) Start Date	Ending Date  Zip Code  Ending Salary \$  Inpany rules of this organization?   YES INO  Below the second of the seco	
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Reason for Leaving  Were you disciplined, counseled, warned, discharged If Yes, explain		Phone No. (including area cool Start Date State Start Salary \$ Work Performed  Phone No. (including area cool Start Date Start Date Start Date Start Salary \$	Ending Date  Zip Code  Ending Salary \$  Inpany rules of this organization? Inpany rules Inpany r	

Employer Name:	Phone No. (including area code)	
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City	State	Zip Code
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Job Title	Start Salary \$	Ending Salary \$
Supervisor's Name	Work Performed	1
Reason for Leaving		
Were you disciplined, counseled, warned, discharged or asked to resign because of job perform	ance or for violating the company rules o	f this organization? ☐ YES ☐ NO
If Yes, explain.		
Employer Name:	Phone No. (including area code)	

Employer Name:	Phone No. (including area code)				
Address (including Zip Code)	Start Date	Ending Date			
City	State	Zip Code			
Job Title	Start Salary \$	Ending Salary \$			
Supervisor's Name	Work Performed				
Reason for Leaving					
Were you disciplined, counseled, warned, discharged or asked to resign because of job performance or for violating the company rules of this organization?   YES  NO  If Yes, explain.					

Employer Name:	Phone No. (including area code)	
Address (including Zip Code)	Start Date	Ending Date
City	State	Zip Code
Job Title	Start Salary \$	Ending Salary \$
Supervisor's Name	Work Performed	
Reason for Leaving		
Were you disciplined, counseled, warned, discharged or asked to resign because of job perform	nance or for violating the company rules or	f this organization?   YES   NO
If Yes, explain.		

Employer Name:	Phone No. (including area coo	de)			
Address (including Zip Code)	Start Date	Ending Date			
City	State	Zip Code			
Job Title	Start Salary \$	Ending Salary \$			
Supervisor's Name	Work Performed				
Reason for Leaving					
Reason for Leaving  Were you disciplined, counseled, warned, discharged or asked to resign because of job performance or for violating the company rules of this organization? □ YES □ NO  If Yes, explain					

	the past five (5) years, and	three (3) social acquaint	ances	in your own age gro	up. (Attach addit	ional pages, if needed)
Bu	siness/Professional Referen	ces - (Supervisors and/or	Co-Wo	rkers are Acceptable	e)	
1.						( )
	Name	Business Name		Address		Phone #
2.						( )
	Name	Business Name		Address		Phone #
3.						( )
	Name	Business Name		Address		Phone #
Per	rsonal References - (Known	for at Least 5 Years)				
1.		_		_		( )
	Name	Business Name		Address		Phone #
2.		_		_		_( )
	Name	Business Name		Address		Phone #
3.		_		_		( )
	Name	Business Name		Address		Phone #
	Name and Addres h School			cle Highest Year hed or Credit Hours	Dates Attende	ed Type of Diploma/Degree
			09	10 11 12	То	
Col	lege				From	
				Hours	То	
Col	lege					
					From	
		T   0		Hours	То	
Gra	aduate, Professional, Business, or	Trade School			To From	
Gra	aduate, Professional, Business, or	Trade School		Hours Hours	То	
Gra	aduate, Professional, Business, or		/F ANY	Hours	To From To	
Gra	aduate, Professional, Business, or	INDICATE IF YOU HAV		Hours  OF THE FOLLOWING	To From To	
		INDICATE IF YOU HAY	K ALL	Hours	To From To SKILLS:	□ Radio Maintenance
□Т	Typing – Speed WPM	INDICATE IF YOU HAN	WPM	OF THE FOLLOWING	To From To SKILLS: Paint & Body	□ Radio Maintenance
		INDICATE IF YOU HAN	WPM	OF THE FOLLOWING THAT APPLY  Certified Mechanic	To From To SKILLS:	□ Radio Maintenance
	Typing – Speed WPM  Dictating Machine □ Word Pro  Computer □ Type:	INDICATE IF YOU HAN	WPM	OF THE FOLLOWING THAT APPLY  Certified Mechanic	To From To SKILLS: Paint & Body	□ Radio Maintenance
	Typing – Speed WPM  Dictating Machine □ Word Pro  Computer □ Type:  Software:	INDICATE IF YOU HAN	WPM	OF THE FOLLOWING THAT APPLY  Certified Mechanic	To From To SKILLS: Paint & Body	□ Radio Maintenance
	Typing – Speed WPM  Dictating Machine □ Word Pro  Computer □ Type:	INDICATE IF YOU HAN	WPM	OF THE FOLLOWING THAT APPLY  Certified Mechanic	To From To SKILLS: Paint & Body	□ Radio Maintenance
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Oth	Typing – Speed WPM  Dictating Machine	INDICATE IF YOU HAN	WPM	OF THE FOLLOWING THAT APPLY  Certified Mechanic	To From To SKILLS: Paint & Body	□ Radio Maintenance
Oth	Fyping – Speed WPM  Dictating Machine □ Word Pro  Computer □ Type:  Software:  eer Skills/Abilities:	INDICATE IF YOU HAN	WPM	OF THE FOLLOWING THAT APPLY  Certified Mechanic	To From To SKILLS: Paint & Body	□ Radio Maintenance

5. REFERENCES - Give at least three (3) references, not relatives, who are responsible adults of reputable standings in their

Date of	Date of	Date of	Charging Agency	Observe		Final Diagonitics
Arrest	Offense	Conviction	Charging Agency	Charge		Final Disposition
						☐ Guilty ☐ Not Guilty
				☐ Misdemeanor	□ Felony	☐ Reduced: ☐ Feld
						☐ Guilty ☐ Not Guilty
						☐ Reduced:
				■ Misdemeanor	☐ Felony	☐ Misdemeanor ☐ Feld
						☐ Guilty ☐ Not Guilty ☐ Reduced:
				■ Misdemeanor	□ Felony	□ Misdemeanor □ Feld
						☐ Guilty ☐ Not Guilty
				■ Misdemeanor	□ Felony	☐ Reduced: ☐ Feld
						a misuemeanor a reid
lanations:						
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	er of your imm an a traffic ticke		cluding <i>in-law</i> s, ever b □ NO – if yes, provide			ny misdemeanor or felo
	an a traffic ticke					ny misdemeanor or felo Final Disposition
e, other tha	an a traffic ticke	et? ☐ YÉS	□ NO – if yes, provide	e the following inforr		
e, other tha	an a traffic ticke	et? ☐ YÉS	□ NO – if yes, provide	e the following inforr		
e, other tha	an a traffic ticke	et? ☐ YÉS	□ NO – if yes, provide	e the following inforr		
ie, <u>other tha</u>	an a traffic ticke	et? ☐ YÉS	□ NO – if yes, provide	e the following inforr		
e, other tha	an a traffic ticke	et? ☐ YÉS	□ NO – if yes, provide	e the following inforr		
e, <u>other tha</u>	an a traffic ticke	et? ☐ YÉS	□ NO – if yes, provide	e the following inforr		
e, <u>other tha</u>	an a traffic ticke	et? ☐ YÉS	□ NO – if yes, provide	e the following inforr		
Name e you ever	ne he	Relationship  any civil or char	Date  Date  Cory action in Justice	Charge  Court, County Court	mation:	
e you ever leral Court?	been a part to a	Relationship  any civil or char	Date  Date  Corce, Bankruptcy)	Charge  Court, County Court  YES  NO - If ye	mation:  t, Circuit Ces, provide	Final Disposition  Fourt, Chancery Court of the following information
e you ever	ne he	Relationship  any civil or char	Date  Date  Cory action in Justice	Charge  Court, County Court  YES  NO - If ye	mation:	Final Disposition
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e you ever leral Court?	been a part to a	Relationship  any civil or char	Date  Date  Corce, Bankruptcy)	Charge  Court, County Court  YES  NO - If ye	mation:  t, Circuit Ces, provide	Final Disposition  Fourt, Chancery Court of the following information
e you ever leral Court?	been a part to a	Relationship  any civil or char	Date  Date  Corce, Bankruptcy)	Charge  Court, County Court  YES  NO - If ye	mation:  t, Circuit Ces, provide	Final Disposition  Fourt, Chancery Court of the following information
e you ever leral Court?	been a part to a	Relationship  any civil or char	Date  Date  Corce, Bankruptcy)	Charge  Court, County Court  YES  NO - If ye	mation:  t, Circuit Ces, provide	Final Disposition  Fourt, Chancery Court of the following information
e you ever leral Court?	been a part to a	Relationship  any civil or char	Date  Date  Corce, Bankruptcy)	Charge  Court, County Court  YES  NO - If ye	mation:  t, Circuit Ces, provide	Final Disposition  Fourt, Chancery Court of the following information

Date	Charging Agency	Violation	Final Disposition	Details
			☐ Guilty ☐ Not Guilty ☐ Paid Fine	
			☐ Guilty ☐ Not Guilty ☐ Paid Fine	
			☐ Guilty ☐ Not Guilty	
			□ Paid Fine □ Guilty □ Not Guilty	
xplanations	<u>                                     </u>		Paid Fine	
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			n concerning their relatives. If yon former husband or wife. Includ	
			Occupation, Including name	
Co	omplete Name, (No Initials) a of All Relatives	and Address	and address of firm where employed, if applicable	Date and place of naturalization, if applicable
Father			☐ Deceased	
Name:				
Address:			_	
Place of B	Birth:		_	
. Mother			□ Deceased	
Name:			_	
Address:			_	
	Birth:		_	
. Husband	/Wife		☐ Deceased	
Name:			_	
Address:			_	
	Birth:		_	
. Ex-Husba	and/Wife		☐ Deceased	
1. Name:			_	
Address:				
Place of E	Birth:			
			☐ Deceased	
2. Name:				
Address:				
Place of E	Birth:		_	
O. Noverer			☐ Deceased	
3. Name:				
Address:			—	
Place of E	7 : t la .			

E.	Children	☐ Deceased	
1.	Name:		
	Address:		
	Place of Birth:		
		☐ Deceased	
2.	Name:	Deceased	
	Address:		
	Place of Birth:		
3	Name:	☐ Deceased	
0.	Address:		
	Place of Birth:		
	- 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	☐ Deceased	
4.	Name:	a beccased	
	Address:		
	Place of Birth:		
		☐ Deceased	
5.	Name:		
	Address:		
	Place of Birth:		
		☐ Deceased	
6.	Name:		
	Address:		
	Place of Birth:		
	Brothers	☐ Deceased	
1.	Name:		
	Address:		
	Place of Birth:		
_		☐ Deceased	
2.	Name:		
	Address:		
	Place of Birth:		
		□ Deceased	
3.	Name:		
	Address:		
	Place of Birth:		
		☐ Deceased	
4.	Name:		
	Address:		
	Place of Birth:		
		☐ Deceased	
5.	Name:		
	Address:		
	Place of Birth:		
G.	Sisters	☐ Deceased	
1.	Name:		
	Address:		
	Place of Birth:		

	□ Deceased	
2. Name:		
Address:		
Place of Birth:		
	☐ Deceased	
3. Name:		
Address:		
Place of Birth:		
	☐ Deceased	
4. Name:		
Address:		
Place of Birth:		
	□ Deceased	
5. Name:		
Address:		
Place of Birth:		
H. Brother / Sister-in-Law	☐ Deceased	
1. Name:		
Address:		
Place of Birth:		
	☐ Deceased	
2. Name:		
Address:		
Place of Birth:		
	☐ Deceased	
3. Name:		
Address:		
Place of Birth:		
	☐ Deceased	
4. Name:		
Address:		
Place of Birth:		
I. Father-in-Law	□ Deceased	
Name:		
Address:		
Place of Birth:		
J. Mother-in-Law	☐ Deceased	
Name:		
Address:		
Place of Birth:		
	1	

#### 10. MILITARY RECORD

Have	you ever served in the Armed Forces of the United States? ☐ NO ☐ YES		Branch of Ser  ☐ Navy ☐ Ma		Force  Army Ast Guard
Dutie	S:		Rank:		
Dates	Served:		Type of Disc	harge:	
F	rom:// To://				
	ou currently a member of the National Guard or other Reserve Unit?  Reserve Sta	atus:	■ None	☐ Active	☐ Inactive
Rese	rve Branch: 🗆 Army 🕒 Navy 🕒 Air Force 🗀 Marine Corps 🗀 Co	oast G	uard		
If you	are in a pay status requiring drills, meeting or camps, please give the unit and location	on:			
While	serving in the military, did you receive any discipline, court martial, or company punis	shment	? 🔲 NO	☐ YES	
If Yes	, Explain:				
	ATTACH COPY OF YOUR DD - 2	214			
11 Mi	LITARY TRAINING/EXPERIENCE				
Desci	ribe any job-related training in the United States Military:				
12. RE	LEVANT DATA				
1.	Have you ever applied to or been employed by the City of Gulfport? □	Yes	<b>□</b> No		
	If Yes – please check box below - give dates and positions(s) held:				
	□ Employed – Position: Employed from:		to		_
	If No – please check box below - give dates and positions(s) applied for:				
	□ Position Previously Applied for Date:				
2.	Do you have relatives employed by the City of Gulfport?	Yes	<b>□</b> No		
	If Yes, please list names, relationships and occupations:				
3.	Indicate what shifts you are willing to work: ☐ Any ☐ Day ☐ Swing	□ М	idnight		
4.	Are you 18 years of age or over?	Yes	<b>□</b> No		
5.	Are you a registered voter?	Yes	<b>□</b> No		
	If yes: County: State:				
6.		Yes	<b>□</b> No		
7.	·	Yes			
	(Example: <i>Marijuana, LSD, PCP, Cocaine, Heroin, Ecstasy,</i> Steroids, or any			ubstance)	
8.		Yes			
٥.	= 1.5 year rough an account and an order an questions:				

#### 13. Applicant's Statement

REQUIRED DOCUMENTS	ATTACHED
Signature of Applicant	Date
I certify that all the answers given within this application are true	e and complete to the best of my knowledge.
In the event of acceptance in the reserve program, I understand regulations of the City of Gulfport.	d that I am required to abide by all the rules and
In the event of acceptance in the reserve program, I understand application or interview(s) may result in my discharge.	d that any false or misleading information given in m
I understand that this application will become void 90 days after filled, or when I accept other employment, whichever comes first	

#### 1. Certified Copy of High School Diploma or General Equivalency Certificate ☐ Yes ☐ No ☐ Yes ☐ No 2. Certified Copy of college transcripts (Police or if Required) 3. Copy of Current Driver's License ☐ Yes ☐ No 4. Copy of DD-214 (If you served in the military) ☐ Yes ☐ No 5. Copies of all training certifications (example: police academy, etc.) ☐ Yes ☐ No ☐ Yes ☐ No 6. Certified Copy of your Birth Certificate 7. 2 inch by 2 inch full face color photo attached ☐ Yes ☐ No ☐ Yes ☐ No 8. Did you supply all information requested in this application?

### **Attention All Applicants**

Attach a photocopy of your driver's license in this space Attach a Current Color Photograph Here

FOR PERSONNEL OFFICE USE ONLY	
Date Returned	Accepted by

#### THIS PAGE IS FOR APPLICANTS FOR THE POSITION OF SWORN POLICE OFFICER

Are you capable of performing in a reasonable manner, with or with occupation of a police officer?   YES NO If No, you as I understand that all appointments are probationary for a period of my fitness for continued employment by the City of Gulfport. I also contingent upon the results of a complete character and fitness is information or making false statements on this application will be to these conditions.	are to explain on a separate sheet of paper. of up to one (1) year, during which time I must demonstrate so understand that any appointment tendered me will be nvestigation and I am aware that willfully withholding
I also certify that I have never been convicted of the misdemeane prohibited from carrying a weapon or ammunition for any reason	
	(Signature of applicant as usually written)
STATE OF	
Personally came and appeared before me, the undersigned auth, who, matters and things set forth in the above and foregoing application.	
	Signature of Applicant
Sworn to and subscribed before me this day of	, 20
My Commission Expires:	
	Notary Public

## AUTHORITY TO RELEASE INFORMATION THIS FORM MUST BE NOTARIZED!

Read the following release form carefully and enter your signature, current address, telephone number, date of birth, social security number and the date in the designated spaces.

#### TO WHOM IT MAY CONCERN:

I am an applicant for a position with the City of Gulfport, Mississippi. The City needs to investigate my employment background and personal history to evaluate my qualifications to hold the position for which I applied. It is in the public's interest that all relevant information concerning my personal and employment history is disclosed to the City of Gulfport.

I hereby authorized any representative of the City of Gulfport bearing this release to obtain any information in your files pertaining to my employment records and I hereby direct you to release such information upon request of the bearer. I do hereby authorize a review of and full disclosure of all records, or any part thereof, concerning myself, by and to any duly authorized agent of the City of Gulfport, whether said records are of public, private, or confidential nature. The intent of this authorization is to give my consent for full and complete disclosure. I reiterate and emphasize that the intent of this authorization is to provide full and free access to the background and history of my personal life, for the specific purpose of pursuing a background investigation that may provide pertinent data for the City of Gulfport to consider in determining my suitability for employment. It is my specific intent to provide access to personnel information, however personal or confidential it may appear to be.

I consent to your release of any and all public and private information that you may have concerning me, my work record, my background and reputation, my military service records, educational records, my financial status, my criminal history record, including any arrest records, any information contained in investigatory files, efficiency ratings, complaints or grievances filed by or against me, the records or recollections of attorneys at law, or other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had an interest, attendance records, polygraph examinations, and any internal affairs investigation and discipline, including any files which are deemed to be confidential, and/or sealed.

I hereby release you, your organization, and all others from liability or damages that may result from furnishing the information requested, including any liability or damage pursuant to any state or federal laws. I hereby release you, as the custodian of such records of organization, including its officers, employees, or related personnel both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family, or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. I direct you to release such information upon request of the duly accredited representative of the City of Gulfport regardless of any agreement I may have made with you previously to the contrary. The organization requesting the information pursuant to this release will discontinue processing my application if you refuse to disclose the information requested.

For and in consider of the City of Gulfport's acceptance and processing of my application for employment, I agree to hold the City of Gulfport, its agents and employees harmless from any and all claims and liability associated with my application for employment or in any way connected with the decision whether or not to employ me with the City of Gulfport. I understand that should information of a serious criminal nature surface as a result of this investigation, such information may be turned over to the proper authorities.

I understand my rights under Title 5, United States Code, Section 552a, the Privacy Act of 1974, with regard to access and to disclosure of records, and I waive those rights with the understanding that information furnished will be used by the city of Gulfport in conjunction with employment procedures. A photocopy or FAX copy of this release form will be valid as an original thereof, even though the said photocopy or FAX copy does not contain an original writing of my signature.

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This waiver is valid for a period of one (1) year from the date of my signature. Should there be any questions as to the validity of this release, you may contact me at the address listed on this form. I agree to pay any and all charges or fees concerning this request and can be billed for such charges at the address listed on this form. I agree to indemnify and hold harmless the person to whom this request is presented and his agents and employees, from and against all claims, damages, losses and expenses, including reasonable attorney's fees, arising out of or by reason of complying with this request.

Print Name:	
Signature:	
Current Address:	
Home Telephone:	Work Telephone:
STATE OF	
COUNTY OF	
ersonally came and appeared before me, the u	ndersigned authority in and for said county and state, the within named, who acknowledged to me that he/she signed and delivered the
worn to and subscribed before me this	_ day of , 20
y Commission Expires:	
	Notary Public