

# City of Splendor Police Department



## Pre- Screening Application

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NAME

DATE

**CITY OF SPLENDORA POLICE DEPARTMENT  
POLICE OFFICER  
MINIMUM QUALIFICATIONS**

Initial: \_\_\_\_\_ I am a citizen of the United States of America.

\_\_\_\_\_ I have earned a high school diploma or a GED.

\_\_\_\_\_ I have never been convicted, plead guilty (nolo contendere), nor have I been on court-ordered community service/probation or deferred adjudication for a Class A misdemeanor or a felony.

\_\_\_\_\_ During the last ten (10) years, I have not been convicted, plead guilty (nolo contendere), been on community service/probation or deferred adjudication for a Class B misdemeanor in this state, other state, or while serving in the military.

\_\_\_\_\_ I have never had a military court martial that resulted in a dishonorable or bad conduct discharge.

\_\_\_\_\_ I am at least 21 years of age.

\_\_\_\_\_ I am TCLEOSE certified (if applicable)

\_\_\_\_\_ I have no more than one negligent vehicle accident within five years prior to date of application.

\_\_\_\_\_ I have never been convicted, plead guilty (nolo contendere), nor have I been on court-ordered community service/probation or deferred adjudication for a Class C misdemeanor crimes involving moral turpitude, or Family Violence.

\_\_\_\_\_ I have no more than two moving traffic violation convictions within five years prior to date of application.

\_\_\_\_\_ I have no FMFR (No Insurance) conviction within the last five years.

\_\_\_\_\_ I have a valid Driver License that has not been suspended in the last five (5) years.

\_\_\_\_\_ I have no more than two non-traffic Class C misdemeanor convictions within the last two (2) years prior to date of application.

\_\_\_\_\_ I have Eyesight of at least 20/10 In each eye uncorrected and correctable to 20/20.

\_\_\_\_\_ I am or will be able to lawfully respond to an emergency from residence within 45 minutes.

\_\_\_\_\_ I am subject to an entry level written, fitness, and firearms proficiency test.

**INSTRUCTIONS**  
**READ THESE CAREFULLY BEFORE PROCEEDING**

These instructions are provided as a guide to assist you in properly completing the Application. It is essential that the information be accurate in all respects. It will be used as the basis for a background investigation that will determine your eligibility for employment.

1. Your application should be printed in ink by you and no other person. Answer all questions to the best of your ability.
  
2. If a question is not applicable to you, enter N/A in the space provided.
  
3. Avoid errors by reading the directions carefully before making any entries on the form. Be sure your information is correct and in proper sequence before you begin.
  
4. Upon completing the form, re-check each section to ensure that all information requested has been provided, or N/A entered if appropriate.
  
5. Records Release and Authority for Release of Confidential Information and Waiver should be filled out and signed in front of a Notary Public. Notary Public are available at City of Splendora Police Department.
  
6. If you are selected for an interview, the City of Splendora Police Department will notify you regarding the time and date.

**Only the applicant can complete and sign this form. Please fill in your name and address. Falsification of information will result in rejection of your application or dismissal if you are employed by the City of Splendora. If you are found to have falsified or omitted any information at any time in the selection process, you will be disqualified even if the accurate information would not have disqualified you.**

**THIS APPLICATION MUST BE COMPLETED AND PRINTED BY YOU AND NO OTHER PERSON. PRINT IN BLACK INK.** These instructions must be followed exactly. Fill out application form completely. If questions are not applicable, enter "NA." **Do not leave any questions blank.** Be sure to sign when completed. **CITY OF SPLENDORA** is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

TCOLE PID \_\_\_\_\_

### APPLICANT IDENTIFICATION

NAME \_\_\_\_\_ SOCIAL SECURITY NO. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
(Last) (First) (Middle)

MAILING ADDRESS \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
(Current) (Street) (City) (State) (Zip) (Daytime Phone )

Date of birth \_\_\_\_\_ (proof required) Place of birth \_\_\_\_\_  
(City) (State)

List any other names used if different from name given on application \_\_\_\_\_

We must be able to contact you during the investigation. Please provide the following phone numbers:

Home \_\_\_\_\_ Work \_\_\_\_\_ Mobile \_\_\_\_\_

Other \_\_\_\_\_ Email \_\_\_\_\_ @ \_\_\_\_\_

Name of Spouse \_\_\_\_\_ Telephone # \_\_\_\_\_

Name of Ex-Spouse \_\_\_\_\_ Telephone # \_\_\_\_\_  
(If applicable)

Name of current significant other \_\_\_\_\_ Telephone# \_\_\_\_\_  
(If not married)

Driver's License # \_\_\_\_\_ State \_\_\_\_\_ Exp Date \_\_\_\_\_ Class A B C

Height \_\_\_\_\_ Weight \_\_\_\_\_ Color of Eyes \_\_\_\_\_ Color of Hair \_\_\_\_\_

Scars, Tattoos or other distinguishing marks \_\_\_\_\_

How did you find out about employment opportunities with the City of Splendor Police Department?

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

**Pre-Screening questions are to be answered and explained truthfully.**

1. Are you a United States Citizen?

Yes  No

2. Do you have a high school diploma or equivalent?

Yes  No

3. Have you ever been in the military?

Yes  No

If yes, check type of discharge or status.

Honorable  General under Honorable  Dishonorable  Still Active

4. Are you currently in the military?

Yes  No

If you answer YES to any of the next four questions, please provide detailed information below about the date and location of the offense; the identity of the other party/parties involved; the type of charge, and the disposition of the case (plea, nol pros, withholding of adjudication, conviction, etc.); the nature of the relationship between the parties (spouse, cohabitant, parent, etc.); and a general description of the incident.

5. Have you ever been arrested, incarcerated, or charged with any crime?

Yes  No

If yes, please describe the charge(s) and give date(s) in OFFENSE DETAILS below.

6. Have you ever been arrested or charged with any offense which involves stalking, the use or attempted use of force or any weapon, involving a current or former spouse, parent, or guardian? Current or former spouse, parent or guardian or persons who share a child in common, are cohabitating or have cohabitated with another, as a spouse, parent or guardian.

Yes  No

If yes, explain in OFFENSE DETAILS below.

7. Have you ever been found guilty, pled guilty, or pled no contest to a felony?

Yes  No

If yes, please explain in OFFENSE DETAILS below.

8. Have you been found guilty, pled guilty, or pled no contest to a misdemeanor in the last five years?

Yes  No

If yes, please describe the offense(s) and give date(s) in OFFENSE DETAILS below.

**OFFENSE DETAILS**

**Offense (Charge)      Date      County      State      If Other      Disposition**

Offense (Charge)	Date	County	State	If Other	Disposition

**Incident Explanations:**

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**Questions 9 and 10 refer to the sale/possession/usage of controlled substances outside the realm of law enforcement. DO NOT answer YES to these questions if you dealt with controlled substances in the line of duty as a law enforcement officer.**

9. Have you ever sold any type of controlled substance or marijuana (e.g. marijuana, cocaine, ecstasy, heroin, LSD), whether for profit or not?

Yes  No

10. Have you ever used or possessed any type of illegal controlled substance or marijuana (e.g., marijuana, cocaine, ecstasy, heroin, LSD)?

Yes  No

If yes, give date(s) and types of drug(s):

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11. Have you received any traffic citations, excluding parking tickets, within the last five years?

Yes  No

If yes, please give approximate dates and type of infraction:

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12. Have you ever had a driver's license, professional license, or certificate suspended or revoked?

Yes  No

If yes, please give date(s) and explain:

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13. Have you ever been involved in a lawsuit?

Yes  No

If yes, please explain details and approximate date(s):

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14. Have you been involuntarily terminated or asked to resign from a job? (indicate if more than one)

Yes  No

If yes:

A. Job title: \_\_\_\_\_

B. Date of termination/resignation: \_\_\_\_\_



C. Reason for leaving:

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15. Have you ever worked as a police officer?

Yes  No

If yes, list departments and approximate dates and reason for leaving:

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My acknowledgment indicates that all of the information I have provided is complete and accurate. I understand that if I am found to have falsified or omitted any information at any time in the selection process, I will be disqualified even if the accurate information would not have disqualified me.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PHYSICAL ASSESSMENT CLAIMS RELEASE**

WHEREAS, I, \_\_\_\_\_, have applied for employment in the Police Department of the City of Splendor, Texas, understanding that I must take a competitive examination, a part of which might involve strenuous physical exercise beyond my capacity;

NOW, THEREFORE, I hereby affirm and agree as follows:

- (1) So far as I know and believe, I am in good physical condition.
- (2) In consideration of the premises, I hereby release the City of Splendor, Texas, its agents, employees, officers, and servants from any and all claims or causes of action which I or my estate might have against the City of Splendor, Texas, its agents, employees, officers, and servants, by reason of injuries or death sustained by me as a consequence of the physical testing which I shall experience under the direction of the Splendor Police authorities in connection with the examinations. I am thoroughly familiar with the type of exercise, physical ability, and capacity necessary in order to attempt to pass said testing, and I requested that I be given an opportunity to take same and I assume all risk incident thereto.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Applicant

SUBSCRIBED AND SWORN TO BEFORE ME by \_\_\_\_\_ this \_\_\_\_\_  
day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS

**CITY OF SPLENDORA  
POLICE DEPARTMENT**

**AUTHORITY FOR RELEASE OF CONFIDENTIAL INFORMATION AND WAIVER**

1. I, \_\_\_\_\_ hereby authorize the full disclosure and release of all confidential, privileged, and public and/ or private records contained in my personal file to The Splendor Police Department, or to its duly authorized agent.
2. The authorization here subscribed and witness give my consent for full and complete disclosure of any or all said records and/ or recollections of educational, financial, or credit institutions; including loan records, employment and pre-employment records, background reports, efficiency rating, commendations, awards, grievances and/ or complaints filed by, for, or against me. Further, I hereby waive the attorney- client privilege of confidentiality for any attorney with whom I may hold such privilege, and thereby authorize the disclosure of such privileged information relating to any civil or criminal case in which I may have present or past involvement.
3. I understand that the above authorization for release of records may be requested during a personal history background investigation. I further understand that any such request could result, directly or indirectly, in the release of negative information relating to any civil or criminal case in which I may have present or past involvement.
4. I further certify that any persons or institutions furnishing information concerning me shall be held harmless, and I hereby release said persons or institutions from any and all liability which may incur as a result of the release of said information.
5. A photocopy or telecopy of this sworn and subscribed release document will be as valid as an original thereof.

\_\_\_\_\_  
Full Name (Print, include maiden name)

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Address

\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
Social Security Number

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

\_\_\_\_\_  
Phone

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

SUBSCRIBED AND SWORN TO BEFORE ME by \_\_\_\_\_ this \_\_\_\_\_ day of

\_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC, STATE OF TEXAS