

NORTH LAS VEGAS POLICE DEPARTMENT

Pre-Testing Informational Seminar

The Difference is YOU!

The recruitment division would like to invite you to attend a pre-testing informational seminar to help you prepare for **Entry level Police and Corrections Officer** testing.

The **FREE** informational seminar is not mandatory to attend; however, it will answer many questions that you may have regarding testing.

What are the testing phases for Police and Corrections Officers?

How should I prepare for the written test? The physical fitness test? The oral board?

What is an oral board? How should I dress?

And many more.....



NORTH LAS VEGAS
POLICE DEPARTMENT

If you have any questions,
You can contact a Recruiter

Phone: 702-633-2255
Www.JoinNLVPD.com

When:

January 17th, 2009 - 11am, 1pm, 5pm and 7pm

February 7th, 2009 - 11am, 1pm, 5pm and 7pm

March 7th, 2009 - 11am, 1pm, 5pm and 7pm

Where:

**North Las Vegas Police Department
Washburn Community Policing Building
3755 West Washburn, North Las Vegas, NV
Cross streets Washburn and Allen**

Attendance is NOT mandatory; it is only a recommendation.

Out of State Applicants:

You do not need to make arrangements to attend a seminar if it is beyond your means. Seminars are not mandatory, merely a tool to assist applicants in the testing process.

*INFORMATIONAL BOOKLET
FOR*

POLICE OFFICER

*CITY OF NORTH LAS VEGAS
HUMAN RESOURCES DEPARTMENT
2225 Civic Center Drive, Suite 226
North Las Vegas, NV 89030*

**Mayor
Michael L. Montandon**

**City Council
William E. Robinson
Stephanie S. Smith
Shari Buck
Robert L. Eliason**

**City Manager
Gregory E. Rose**

An EEO/AA Employer



AS AN APPLICANT FOR THE POSITION OF ENTRY LEVEL POLICE OFFICER, WE HAVE PROVIDED THIS BOOKLET TO YOU FOR INFORMATIONAL PURPOSES ONLY. WE ASK THAT YOU READ IT CAREFULLY AS IT WILL PROVIDE INFORMATION CONCERNING THIS CURRENT TESTING PROCESS.

RECOMMENDATIONS:

1. Write your name on the front cover of this booklet.
2. **Safeguard it!** This is the only informational booklet you will receive for this process.
3. You should carefully read the information contained in this booklet. It may assist in answering some of the questions you have concerning this process.

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Dear Police Officer Applicant:

We appreciate your interest in this career opportunity with the City of North Las Vegas Police Department.

This booklet will provide you with useful information should you decide to proceed in this recruitment process. Individuals seeking career opportunities with the North Las Vegas Police Department will not only find a progressive team, but will enjoy working in one of the fastest growing communities in the United States.

The City of North Las Vegas strives to provide a safe and secure environment where its citizens can live, work and play in a community that cares and is driven to be the community of choice.

The success of any organization is dependent on many factors, but first and foremost is the caliber of its employees. So if you are ready to meet the challenge of a rewarding law enforcement career, we wish you success in this process.

Sincerely,

*Joyce A. Lira
Director of Human Resources*

APPLICATION FOR ENTRY POLICE OFFICER REQUIREMENTS

All applicants are personally responsible for submitting a legible and fully completed Application for Entry Police Officer. It is the applicant's responsibility to provide copies of the necessary applicable credentials/documents when required. **Do not attach these documents to the Application Form** for Police Officer. These documents may be required at a later time in the process. You may want to start gathering these documents to expedite the process so you will have them when required. Sample verifiable documents which may be required are:

- ✓ Birth Certificate
 - ✓ Valid and current driver's license and driving record
 - ✓ Original High School transcripts or G.E.D. Certificate
 - ✓ Military (DD 214) if applicable
 - ✓ Name change/Adoption documents
-
- ◆ Applicant must be a U.S. Citizen (N.A.C. 289.110).
 - ◆ Applicant must be 21 years of age or older at time of submitting Application for entry Police Officer.
 - ◆ Applicant must be a high school graduate or possess a G.E.D. (General Education Development) Certificate.
 - ◆ Character above reproach pursuant to NRS 289.555 and NAC 289.110. No person will be eligible for employment as a Police Officer who has been convicted of any crime as a result of which the applicant is required to register under NRS 207.090 or NRS 207.152 and/or misdemeanor crime of domestic violence including use/attempted use of physical force. Applicants with lesser criminal records will be evaluated on an individual basis.
 - ◆ **All Police Officers / Corrections Officers MUST live within twenty five miles of the geographical center (Ann Road and Commerce) of the City of North Las Vegas within one year of hire date.**

- ◆ Medical Standards for Vision and Hearing: Must meet City's medical standards at time of hire and for duration of employment.
 - Visual Acuity: Vision 20/20 in best eye and not worse than 20/30 in worst eye with/without correction. If correction is necessary, uncorrected vision no worse than 20/100 in each eye.
 - Color Vision: Must recognize 4/6 plates on titmus color vision test
 - Hearing: Average hearing 1000/2000/3000 HZ must not exceed 25db. No single reading to exceed 35db at 500/1000/2000/3000/4000HZ. A hearing aid can be accepted with a letter from an audiologist indicating proper fit and level of hearing correction in both ears.
- ◆ Must possess a valid and current state driver's license at time of application and have no excessive traffic violations. Your driver's license will be used as identification throughout the recruitment and selection process. Must be able to obtain a valid Nevada Class C driver's license at time of hire and maintain satisfactory motor vehicle record.
- ◆ Successful completion of testing for Police Officer includes passing the written exam, physical fitness exam, and successful completion of the departmental interview. Candidates who are selected to proceed in the process must successfully complete the applicable pre-employment medical examination, psychological profile evaluation with a City-selected agency, a thorough background investigation and any other appropriate measures deemed necessary.
- ◆ The City adheres to the current Rehire and Employment of Relatives policy.
- ◆ Pursuant to the requirements of the Immigration Reform and Control Act of 1986, all persons for hire shall, at the time of enrollment in the payroll system, be required to submit proper and acceptable documentation which: (1) attests to their eligibility for employment in the United States, and (2) establishes their identity. Failure to produce such documentation at the time of hire shall result in disqualification from employment.

An Affirmative Action/Equal Opportunity Employer
We hire only those individuals authorized to work in the United States.

POLICE OFFICER

\$56,871 - \$84,368

(Effective July 2009)

The City of North Las Vegas Police Officers are responsible for protecting lives and property; maintaining social order by enforcing federal, state and local laws; working in a collaborative effort with the community to identify problems; and involving the community in the search for solutions. This position performs professional police duties in preserving public peace, protecting life and property and preventing crime through proper enforcement of the law.

The Police Department is committed to having a positive impact in the City of North Las Vegas by reducing crime, the fear of crime, and enhancing the quality of life in the community.



All Police Officers MUST live within twenty five miles of the geographical center (Ann Road and Commerce) of the City of North Las Vegas within one year of hire date.

As a condition of employment, all new hire Police Officers must successfully complete the applicable P.O.S.T. certification and maintain proficiency in all areas as required by department standards and within departmentally established time periods.

Excellent Benefits Package

The City offers one of the most comprehensive and excellent benefits package for the positions of entry level Police Officer such as a four day (10 hours/day) work week; no state income tax; 100% City paid PERS Retirement Plan; no Social Security participation but Medicare deduction required; City paid health for family; life insurance (limited for family); and dental and vision insurance plans. The City also offers paid academy training, uniform allowance, supplied uniforms and certain equipment.

Additionally, the City offers attractive annual and sick leave plans; thirteen (13) paid holidays; annual physicals; deferred compensation plans; bilingual proficiency compensation; and tuition assistance.

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What are the testing phases for Police and Corrections Officers?

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WRITTEN EXAMINATION

Scheduled Appointment Times

The written exam for Police Officer will consist of 105 multiple choice questions. The time limit for the written exam is approximately 2-3 hrs. which includes time for the use of a study guide. Test items for these exams were constructed to assess abilities important to satisfactory performance in the following job dimensions, which include but are not limited to: understanding oral information, observation and memory, reading comprehension, report writing, analytical ability, numerical calculations and written communications.

The written exam will be weighted 50% of the total test score. You must receive a minimum score of 70% or higher on the written exam to proceed to the physical fitness exam. You will be informed at the time you complete the written exam whether you passed or failed. **Applicants should allow at least 3 to 3-1/2 hours total time to complete the written exam and scoring/processing, excluding any unexpected delays.**

Please plan to arrive at least 30 minutes prior to the check-in time. **A parking fee may be charged by the testing center.** Please know that **applicants will not be admitted to the testing area after 7:00 a.m. Doors to the testing area will close promptly at that time.**

REMINDERS:

1. Get a good night's sleep before the test.
2. Bring your appointment form.
3. Bring your valid and current driver's license. **Without your license, you will not be allowed to test.**
4. Arrive at least 30 minutes prior to the check-in time. **If late, you will not be allowed to test.**
5. Read each test question carefully and follow the instructions.
6. Do not answer any question until you have read it completely.
7. Answer all questions.
8. Relax and work at a steady pace.

PHYSICAL FITNESS EXAMINATION

Scheduled Appointment Times (following Written Exam)

The physical fitness exam will measure physical fitness/endurance necessary for successful performance as a Police Officer. The physical fitness exam (pass/fail) will be held by appointment only for those applicants who pass the written examination. If you pass the Physical Fitness Exam, you will be scheduled for the Oral Board Exam.

The following information regarding testing parameters required for the Physical Fitness Test Battery (PFTB) was established by the Commission on POST and has been in effect since 12/07/00.

TESTING DAY

1. Bring your appointment form. ***Without your appointment form, you will not be allowed to test.***
2. Bring your valid and current driver's license. ***Without your license, you will not be allowed to test.***
3. Get a good night's sleep before the test.
4. If you must eat prior to your test time, it may be best to eat light.
5. You **MUST** wear appropriate attire to test: tee shirt, athletic shorts/sweats, gym/running shoes.
6. All jewelry items, pagers and unnecessary items should be removed prior to the physical fitness exam.
7. It is recommended for your own personal convenience that you bring your own container of non-alcoholic liquid refreshment.

INTRODUCTION

This section describes the physical tasks you will be required to perform for the North Las Vegas Physical Fitness Examination for Entry-Level Police Officer. You may increase your chances of obtaining your best possible score if you spend a fair amount of time preparing for the test. This includes thoroughly reviewing this booklet, following the specific directions given regarding attire, paying proper attention to your physical well-being before the test and taking care to avoid becoming overly anxious about the test. It is strongly suggested that you check with your physician regarding your ability to participate in this phase of testing.

OVERVIEW OF THE TESTING PROCESS

Police Officers perform many essential or important physical functions which are vital to their job duties. Though too numerous to list in detail, they include running (speed and distance), climbing objects, pulling oneself through an opening, walking, sitting, standing for long periods of time, arresting resisting individuals and handling inmates and inmate situations on a daily basis. The Physical Fitness Examination for Entry-Level Police Officer, which you will be required to successfully pass, measures physical condition which is necessary for successful performance in these positions.

TEST PREPARATION

On the day of testing, all candidates are required to wear:

- * Athletic or running shorts, sweat suits
- * Light T-shirt
- * Running/gym shoes

Note: You will not be allowed to participate in this phase of testing if you are not wearing proper attire.

DESCRIPTION OF THE TEST

The Physical Fitness Exam is structured to measure upper body strength, cardiovascular endurance and flexibility (see attached sample format).

Vertical Jump Test: This test measures leg power which is important in vaulting objects such as walls and ditches and in moving heavy objects such as people. The vertical jump begins with one body side toward the wall, heels together, and reaching upward as high as possible. Then using a rocking, one-step approach ("step-feet together-jump"), jump as high as possible, reaching upward at the same time. The number of inches between the standing reach and the jumping reach, measured to the nearest half inch, is the score. Must meet the required standard of 14 inches.

One Minute Sit-up Test: This test measures muscular endurance which is important for performing tasks that involve the use of force. The sit-up begins while lying on the back with legs bent at the knees at approximately 90 degree angles, heels flat on the floor, hands interlocked behind the head, with elbows out to the sides. A partner will be required to hold the feet down firmly. The buttocks must remain in contact with the floor at all times. One repetition will be counted using this procedure. The neck must remain in a neutral position; no jerking is allowed. If the hands break apart, the sit-up will not count. Candidates will have one (1) minute to complete as many sit-ups as they can. Resting is allowed only in the "up" position. Must meet the required standard of 15 in 1 minute.

Maximum Push-up Test: (Not timed) This test measures the muscular endurance of the upper body muscles. This is important for use of force involving any pushing motion. The push-up begins while lying down on the floor into the front leaning and rest position. Lower the body until the upper arms are parallel to the floor, then push up again. The back must be straight, and in each extension up, the elbows must lock. Resting is allowed only in the up position. Must meet the required standard of 18.

300 Meter Run Test: This is a test of anaerobic capacity which is important for performing short intense bursts of effort such as foot pursuits, rescues and use of force situations. Participants need to cover the distance as fast as possible. Participants line up at the starting line. Once instructed to "go," complete the course as quickly as possible. Must meet the required standard completion time of 77 seconds.

1.5 Mile Run/Walk Test: This test is a measure of cardio respiratory endurance or aerobic power. This is important for performing tasks involving stamina and endurance (pursuits, searches, prolonged use of force situations, etc.) and for minimizing the risk of cardiovascular health problems. This test may be run or completed in a combination of running and walking. The test begins at a designated starting line and concludes after the applicant crosses the designated finish line. The time it takes an applicant to complete the 1.5 mile run/walk test will be measured in minutes and seconds. Must successfully complete the 1.5 mile run/walk test within the specified time limit of 17 minutes, 17 seconds.

PHYSICAL FITNESS EXAM REQUIREMENTS

(MALE & FEMALE)

In order to pass the physical fitness examination, applicants must meet the single standard fitness norms for all five exercise events. These events and norms are listed in the table below. These norms are currently used as an entrance requirement by Nevada POST.

<i>EVENT TEST</i>	<i>STANDARD</i>
<i>Height by vertical jump</i>	<i>14 inches</i>
<i>Sit-ups</i>	<i>15 in one (1) minute</i>
<i>Push-ups (no time limit)</i>	<i>18</i>
<i>300 meter run</i>	<i>77 seconds</i>
<i>1.5 mile run/walk</i>	<i>17 minutes, 17 seconds</i>

ORAL BOARD EXAMINATION

Scheduled Appointment Times

The oral board exam for Police Officer will be recorded and will be comprised of standardized questions including situational-type questions which will assess the applicant's preparedness and interest in the position of Police Officer. The applicant will be evaluated in the areas including, but not limited to, self-expression/motivation, oral communication skills, judgment, preparedness and demeanor. Each applicant will be scheduled for a twenty-minute oral board exam, but all candidates should allow sufficient time for unavoidable delays when planning their itinerary.

The oral board exam will be weighted 50% of the total test score. You must receive a minimum score of 70% or higher for placement on the open competitive eligibility list.

Please make sure to arrive at least fifteen minutes prior to your appointment time to find parking and complete the check-in process. A parking fee may be charged by the testing center.

REMINDERS:

1. Get a good night's sleep before the test.
2. Dress appropriately.
3. Bring your appointment form.
4. Bring your valid and current driver's license. **Without your license, you will not be allowed to test.**
5. Arrive at least 15 minutes prior to your appointment time. **If late, you will not be allowed to test.**

WHAT TO EXPECT.....

AFTER THE WRITTEN TEST:

Applicants will be directed to take their test booklet, pencil, and answer sheet to the grading area so that the answer sheet can be immediately scored. DO NOT BEND, TEAR, CURL, FOLD OR OTHERWISE DAMAGE THE ANSWER SHEET. The scanner is extremely sensitive to any deformity of the answer sheet. Please be careful to keep your answer sheet free of any pencil marks other than your answers, as well as creases or wrinkles. Applicants who pass the written exam with a score of 70% or higher will be scheduled for the physical fitness exam. Applicants who do not score at least 70% will have failed the written exam and are disqualified from further testing at this time.

AFTER THE PHYSICAL FITNESS EXAM:

Applicants who pass the physical fitness exam will be scheduled for the oral board exam. Applicants who do not pass this phase of testing will have failed the physical fitness exam and are disqualified from further testing at this time.

AFTER THE ORAL BOARD EXAM:

Applicants who pass the oral board exam with a score of 70% or higher will be placed on the open competitive eligibility list. Applicants who do not score at least 70% on this phase of testing will have failed the oral board exam and are disqualified from further testing at this time. Applicants who achieve an average combined score of 70% or higher will be required to participate in a Background Interview with the Special Investigations Unit of the North Las Vegas Police Department. Applicants are advised to be prepared to spend an additional 30-45 minutes after their oral board exam for this process.

WHAT HAPPENS NEXT:

The names of passing applicants shall be arranged first by group, and then in alphabetical order within group, using the following scoring criteria:

Group I	100% to 90%
Group II	89% to 80%
Group III	79% to 70%

No test scores shall appear on the eligibility lists. The open competitive lists for Police Officer will be continuous. Each time an examination is given, the names of candidates passing the examination process shall be added in alphabetical order to the appropriate group of the existing open competitive list.

Each examination announcement for a continuous list shall state the time period during which the names of the candidates successfully passing the examination process will remain on the continuous list. This

time period will be referred to as the "eligibility period." The eligibility period of a continuous open competitive list shall not exceed twelve (12) months. A candidate's name shall be removed from a continuous list at the end of the twelve-month eligibility period.

According to the current Civil Service Ordinance, "... an individual who is disqualified during the **background process** which includes the psychological profile exam may NOT reapply **for one year** from the date the applicant failed the background procedure." An individual who applied for the position of Police Officer and/or Corrections Officer during the last 12 month process and failed the **written exam, physical fitness exam or oral board exam** may reapply for Police Officer and/or Corrections Officer **during this testing cycle.**

As vacancies occur for the position of Police Officer and/or Corrections Officer, the appropriate selection may be made from the names on the current relevant open competitive eligibility list and in accordance with the current Civil Service Ordinance/Contract.

A supplemental background packet (**see attached sample -- DO NOT COMPLETE**) is the first step of an extensive background investigation conducted by the City of North Las Vegas Police Department. The purpose of this intensive background investigation is to determine if any incidents that occurred within the candidate's personal history would interfere with his/her ability to perform the essential functions of Police Officer. All information obtained during the background process is confidential and will NOT be released by the City of North Las Vegas to any applicant. Removal of any applicant from the open competitive eligibility list will be done in accordance with the applicable ordinance/contract.

Any contingent offer of employment as an Entry Level Police Officer for the City of North Las Vegas Police Department is contingent upon successful completion of an extensive and thorough background investigation, employment/education verification, pre-employment medical examination (including drug screening), a psychological profile evaluation with a City-selected state licensed professional, medical facility or agency, and may also include a polygraph and/or voice stress analyzer test and any other appropriate measures deemed necessary. Additionally, any candidate selected to proceed in the selection process must successfully complete the physical fitness exam as an entrance requirement for Nevada POST.

**CLASS SPECIFICATION
CITY OF NORTH LAS VEGAS**

CLASS TITLE:	POLICE OFFICER	JOB CODE: 03001-PNS
REPORTS TO:	POLICE SERGEANT	GRADE: 50
DEPARTMENT(S):	POLICE	
FLSA STATUS:	NON-EXEMPT	DATE: April 1, 1996 REVISED DATE: Aug. 30, 2004

JOB SUMMARY:

Under direct supervision of chain of command, this position is responsible for the performance of professional police work in preserving and protecting public peace and safety, protecting life and preventing crime through proper enforcement of the law.

ESSENTIAL JOB FUNCTIONS: (Duties may include, but are not limited to, the following)

- Performs professional police duties in preserving the public peace.
- Protecting life and property, and preventing crime and enforcing laws.
- Patrols assigned areas; responds to radio calls and other calls for assistance.
- Protects crime scene and collects evidence and information.
- Investigates civil disorders and investigates and makes decisions at the crime scene.
- Conducts search and seizure.
- Apprehends and makes arrests; takes statements and prepares and writes reports.
- Enforces DUI/Traffic laws.
- Transports persons in custody.
- Provides emergency assistance.
- Writes and reads reports and other documents.
- Appears in court to present testimony.
- May assist in training new personnel as needed.
- Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED:

City Vehicle	Firearms	Computers
Mobile Radio	Protective clothing	Helmets
Riot Shields	Hearing and eye protection	PR-24 Baton/ASP
Body Armor	Intoxilyzer	Capstun
Evidence Processing Kit	Fire Extinguisher/Agent	Blood-Borne Pathogen Kit
First Aid Kit	Road Flares	Flashlight
Handcuffs/Flexicuffs	Portable Radios	Photographic Equipment
Police Car Radio	Alley and Overhead Lights	Shotgun
Spotlights	Sirens	Rubber Gloves
Barrier Tape	Ammunition/Magazine	Weapon Cleaning Equipment
Semi-Automatic Pistol	Radar	

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High school diploma or GED, minimum age of 21, character above reproach, must live within a 25 mile radius of the department within one year and be a U.S. citizen (at time of filing).

Licenses and Certifications:

Nevada POST

Must possess a valid and current state driver's license at time of application. Must possess a valid and current NV state driver's license at time of hire and maintain satisfactory motor vehicle record for duration of employment.

Physical and Mental Abilities:

Must meet City's medical standards at time of hire and for duration of employment.

Visual Acuity: Vision 20/20 in best eye and not worse than 20/30 in worse eye with/without correction. If correction is necessary, uncorrected vision no worse than 20/100 in each eye.

Color Vision: Must recognize 4/6 plates on titmus color vision test.

Hearing: Average hearing 1000/2000/3000 HZ must not exceed 25db. No single reading to exceed 35db at 500/1000/2000/3000/4000HZ. A hearing aid can be accepted with a letter from an audiologist indicating proper fit and level of hearing correction in both ears.

Ability to learn and follow rules and regulations of the NLVPD and of pertinent federal, state, and local laws, regulations, ordinances as applicable to the police officer function.

Ability to maintain satisfactory driving record.

Ability to apply police science principles, practices, methods, techniques and equipment as required and assigned.

Ability to make quick, sound and logical decisions in emergency situations and be able to work under strict discipline.

Ability to communicate clearly and concisely.

Ability to learn and use bilingual proficiency and to establish and maintain effective working and public relations.

Ability to learn proper and correct care and use of firearms, camera, department radio, computers and other police related equipment.

Ability to obtain POST Police Officer Certification (within established state time period).

Working Conditions:

Work is performed both indoors and outdoors in all kinds of weather.

Regular and timely attendance is required.

The City of North Las Vegas provides service 24 hours per day, seven days per week. Shift work, including nights, weekends, and holidays is required.

This class specification should not be interpreted as all inclusive. It is intended to identify the major responsibilities and requirements of this job. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.

NORTH LAS VEGAS POLICE DEPARTMENT APPLICANT PERSONAL HISTORY QUESTIONNAIRE (P.H.Q.)

READ CAREFULLY

Your application is subject to a complete background review consisting of family, personal, financial and employment history. Questions relating to age, height, weight, and physical characteristics are for the purpose of identification in our background investigation only.

ANY MISSTATEMENT OF FACT, OMISSION OF MATERIAL INFORMATION, OR REQUEST FOR ASSISTANCE IN THIS QUESTIONNAIRE, WILL BE GROUNDED TO DISQUALIFY YOU FOR AN EMPLOYMENT WITH THE NORTH LAS VEGAS POLICE DEPARTMENT. ALL RESPONSES MADE BY YOU WILL BE HELD IN THE STRICTEST CONFIDENCE.

IF YOU HAVE NOT ANSWERED ALL OF THE QUESTIONS CONTAINED IN THIS QUESTIONNAIRE, YOU WILL NOT BE INTERVIEWED, WHICH WILL RESULT IN DISQUALIFICATION FROM THE SELECTION PROCEDURE.

The documents listed below must be ORIGINAL DOCUMENTS, UNCERTIFIED COPIES. It may be necessary to order these original certified documents upon receipt of any of these documents, DO NOT OPEN. Please bring the following which are applicable to your personal situation. We will make copies of your documents and return the originals at the time you present them.

1. Birth Certificate
2. High School Transcript (*not Diploma*) or GED Certificate AND GED Transcript
3. College Transcript (*not Diploma*)
4. DD-214 or Statement of Service (if you were/are in the military)
5. Valid Driver's License
6. Social Security Card
7. Selective Service Card (males under 27)
8. Proof of U.S. Citizenship (if born abroad)
9. Any legal Name change document (marriage license, divorce papers, etc.)
10. Criminal court documents (if applicable)
11. Social Security Work History Report (10yrs)
12. LAW ENFORCEMENT ONLY
IAB Clearance letter (pending/current investigation)

READ INSTRUCTIONS

1. TYPE OR PRINT ALL ANSWERS IN BLACK INK.

2. Answer every question. If information does not apply indicate None in the blank spaces.

3. Answer all questions completely. This includes COMPLETE STREET ADDRESSES, ZIP CODES, AREA CODES, ETC.

4. If there is insufficient space for your answers, ATTACH ADDITIONAL SHEETS with appropriate references to the question numbers.
5. Contact your background investigator to schedule an appointment to return your completed questionnaire. If you do not have an appointment you will NOT be interviewed. You are expected to have ALL required documentation at the time of the interview unless other arrangements have been made with your investigator. If you fail to furnish any of the required documents, YOU MAY BE DISQUALIFIED from the process.
6. DO NOT SIGN on the last page or have this form notarized. This will be done at the time of your background investigation interview.
7. ATTACHED STATEMENTS can be hand-written or typed, and MUST HAVE ORIGINAL SIGNATURE.

You may be administered a voice stress analysis examination during your background investigation to determine the authenticity of the information given by you. **Any and all information obtained by the North Las Vegas Police Department as a result of the background investigation is confidential and will not be released for any reason.**

NORTH LAS VEGAS POLICE DEPARTMENT

1. Full Name: _____

LAST
FIRST
MIDDLE

2. Alias (nicknames, maiden name, any names you have used): _____

3. Male Female 4. Social Security #: _____

5. Current Address: _____

NUMBER
STREET
CITY
COUNTY
STATE
ZIP

6. Telephone Numbers: _____

AREA CODE: ()
HOME PHONE

AREA CODE: ()
WORK PHONE

AREA CODE: ()
ALTERNATE BUSINESS PHONE

7. Date of Birth: _____ Place of Birth: _____

MONTH
YEAR
CITY
COUNTRY
STATE

8. Height: _____ Weight: _____ Color Eyes: _____ Color Hair: _____

9. List and describe all scars, Distinguishing Marks, Tattoos, etc. and where they are located: _____

10. Are you a U.S. citizen by birth? YES NO or Naturalization? YES NO

Certification Number: If derived from parents' Certification Number: _____

Date: _____ Place: _____ Court: _____

11. Current Marital Status: Never Married Married Divorced

Separated Engaged Widow/Widow

12. If you are, or have ever been married, complete the following regarding your spouse and/or former spouse(s):

	NAME ADDRESS/ PHONE OF SPOUSE	DATE OF BIRTH	DATE OF MARRIAGE	DATE OF DIVORCE	CITY & STATE MARRIED/DIVORCED
PRESENT MARRIAGE					M ----- D
PRIOR MARRIAGE					M ----- D
PRIOR MARRIAGE					M ----- D

SAMPLE

FORM

DO NOT

FILL OUT

NORTH LAS VEGAS POLICE DEPARTMENT

13. Have you ever been ordered to pay child support or alimony? YES NO

14. Have you ever been delinquent in child support payments or alimony payments? YES NO

If YES, what is monthly payment, and please explain:

SAMPLE

DEPENDENTS

15. List all of your children, as well as any person who is legally dependent upon you for support, **EXCEPT** your husband or wife:

NAME	RELATIONSHIP	DOB	STREET	CITY	STATE	ZIP
FORM						

DO NOT

FAMILY MEMBERS

16. List the following **FAMILY MEMBERS**, in order, showing relationship: parents; guardian; step-parents; foster parents; brothers; sisters; mother-in-law; father-in-law; step-children; step-siblings; etc.:

FATHER	Name	Age	Occupation
Address		Home Telephone	Work Telephone
MOTHER	Name	Age	Occupation
Address		Home Telephone	Work Telephone
STEP-FATHER	Name	Age	Occupation
Address		Home Telephone	Work Telephone
STEP-MOTHER	Name	Age	Occupation
Address		Home Telephone	Work Telephone
Relationship	Name	Age	Occupation
Address		Home Telephone	Work Telephone

FILL OUT

NORTH LAS VEGAS POLICE DEPARTMENT

FAMILY MEMBERS (cont)

Relationship	Name	Age	Occupation
Address		Home Telephone	Work Telephone
Relationship	Name	Age	Occupation
Address		Home Telephone	Work Telephone
Relationship	Name	Age	Occupation
Address		Home Telephone	Work Telephone
Relationship	Name	Age	Occupation
Address		Home Telephone	Work Telephone
Relationship	Name	Age	Occupation
Address		Home Telephone	Work Telephone
Relationship	Name	Age	Occupation
Address		Home Telephone	Work Telephone

SAMPLE

FORM

DO NOT

CHARACTER REFERENCES

17. List five persons **NOT** related to you and **NOT** former employers, who have known you for at least **FIVE YEARS**

FULL NAME	YEARS KNOWN	(AREA CODE) HOME PHONE	(AREA CODE) WORK PHONE
<input type="checkbox"/> MR <input type="checkbox"/> MRS <input type="checkbox"/> MS			
CURRENT ADDRESS		HOW DID YOU MEET THEM?	LAST DATE OF CONTACT
CITY: STATE: ZIP:			
FULL NAME	YEARS KNOWN	(AREA CODE) HOME PHONE	(AREA CODE) WORK PHONE
<input type="checkbox"/> MR <input type="checkbox"/> MRS <input type="checkbox"/> MS			
CURRENT ADDRESS		HOW DID YOU MEET THEM?	LAST DATE OF CONTACT
CITY: STATE: ZIP:			
FULL NAME	YEARS KNOWN	(AREA CODE) HOME PHONE	(AREA CODE) WORK PHONE
<input type="checkbox"/> MR <input type="checkbox"/> MRS <input type="checkbox"/> MS			
CURRENT ADDRESS		HOW DID YOU MEET THEM?	LAST DATE OF CONTACT
CITY: STATE: ZIP:			
FULL NAME	YEARS KNOWN	(AREA CODE) HOME PHONE	(AREA CODE) WORK PHONE
<input type="checkbox"/> MR <input type="checkbox"/> MRS <input type="checkbox"/> MS			
CURRENT ADDRESS		HOW DID YOU MEET THEM?	LAST DATE OF CONTACT
CITY: STATE: ZIP:			

FILL OUT

NORTH LAS VEGAS POLICE DEPARTMENT

RESIDENCES (cont)

ADDRESS	CITY / COUNTY	STATE	ZIP CODE	FROM / TO (MONTH & YEAR)	MILITARY INSTALLATION
---------	---------------	-------	----------	--------------------------	-----------------------

WITH WHOM DID YOU LIVE _____

IF RENTING, GIVE NAME, COMPLETE ADDRESS, AND TELEPHONE NUMBER OF PERSON WHO COLLECTS THE RENT: _____

REASON FOR MOVING _____

ADDRESS	CITY / COUNTY	STATE	ZIP CODE	FROM / TO (MONTH & YEAR)	MILITARY INSTALLATION
---------	---------------	-------	----------	--------------------------	-----------------------

WITH WHOM DID YOU LIVE _____

IF RENTING, GIVE NAME, COMPLETE ADDRESS, AND TELEPHONE NUMBER OF PERSON WHO COLLECTS THE RENT: _____

REASON FOR MOVING _____

ADDRESS	CITY / COUNTY	STATE	ZIP CODE	FROM / TO (MONTH & YEAR)	MILITARY INSTALLATION
---------	---------------	-------	----------	--------------------------	-----------------------

WITH WHOM DID YOU LIVE _____

IF RENTING, GIVE NAME, COMPLETE ADDRESS, AND TELEPHONE NUMBER OF PERSON WHO COLLECTS THE RENT: _____

REASON FOR MOVING _____

NOTE: LIST&ATTACH ANY OTHER RESIDENCES, SINCE THE AGE OF 16, ON SEPARATE SHEET(S) OF PAPER.

EDUCATIONAL HISTORY

19. Indicate the various schools you have attended and other information requested. Start with High School and work forward, including Adult college, business schools, military service schools and correspondence schools, and any other school:

TYPE OF SCHOOL	NAME	DATE FROM (MONTH/YEAR)	DATE TO (MONTH/YEAR)
----------------	------	------------------------	----------------------

High School*

ADDRESS (#, STREET, CITY, STATE & ZIP)	GPA (GRADE AVERAGE)	DEGREE / DIPLOMA
--	---------------------	------------------

TYPE OF SCHOOL	NAME	DATE FROM (MONTH/YEAR)	DATE TO (MONTH/YEAR)
----------------	------	------------------------	----------------------

ADDRESS (#, STREET, CITY, STATE & ZIP)	GPA (GRADE AVERAGE)	DEGREE / DIPLOMA
--	---------------------	------------------

TYPE OF SCHOOL	NAME	DATE FROM (MONTH/YEAR)	DATE TO (MONTH/YEAR)
----------------	------	------------------------	----------------------

ADDRESS (#, STREET, CITY, STATE & ZIP)	GPA (GRADE AVERAGE)	DEGREE / DIPLOMA
--	---------------------	------------------

TYPE OF SCHOOL	NAME	DATE FROM (MONTH/YEAR)	DATE TO (MONTH/YEAR)
----------------	------	------------------------	----------------------

ADDRESS (#, STREET, CITY, STATE & ZIP)	GPA (GRADE AVERAGE)	DEGREE / DIPLOMA
--	---------------------	------------------

TYPE OF SCHOOL	NAME	DATE FROM (MONTH/YEAR)	DATE TO (MONTH/YEAR)
----------------	------	------------------------	----------------------

ADDRESS (#, STREET, CITY, STATE & ZIP)	GPA (GRADE AVERAGE)	DEGREE / DIPLOMA
--	---------------------	------------------

*OR GED Completed? YES NO Date Certificate Issued: _____

20. How many credits of college have you completed? _____ Grade Point Average? _____

21. What was your major in college? _____ Minor? _____

22. Have you ever received any disciplinary action, suspension, or expulsion from any type of school or training?
 YES NO If yes, list the name of the school/training and explain: _____

NORTH LAS VEGAS POLICE DEPARTMENT

EXPERIENCE AND EMPLOYMENT

23. Have you ever been terminated or resigned in lieu of termination? YES NO If yes, please explain below:
 Check here if this involved a law enforcement or law enforcement related employer.

24. Have you ever received discipline (i.e., oral/written reprimand, suspension, etc.) for excessive absences, tardiness, work performance, or other work related infraction? YES NO If yes, explain in the space provided below:

25. List any employer that you give a different version of in a separate form from employment:

26. **COMPLETE EMPLOYMENT HISTORY** (start with your present position and work backwards).

Account for ALL time frames, starting from the date of your present position, working backwards to your first employment (including when unemployed and/or attending school). Attach additional pages if needed) following this format. **DO YOU HAVE ANY OBJECTIONS TO OUR CONTACTING YOUR PRESENT EMPLOYER?**

YES NO If YES explain:

EXPERIENCE AND EMPLOYMENT

DATE OF EMPLOYMENT (MONTH/YEAR)	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
FROM ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE
JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR

NAME OF FOUR (4) CO-WORKERS: 1- 2- 3- 4-

DESCRIBE YOUR JOB DUTIES:

LIST YOUR WORK SCHEDULE (for example: Monday thru Friday 0830a to 6:30p)

REASON FOR LEAVING

DATE OF EMPLOYMENT (MONTH/YEAR)	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
FROM ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
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NAME OF FOUR (4) CO-WORKERS: 1- 2- 3- 4-

DESCRIBE YOUR JOB DUTIES:

LIST YOUR WORK SCHEDULE (for example: Monday thru Friday 0830a to 6:30p)

REASON FOR LEAVING

NORTH LAS VEGAS POLICE DEPARTMENT

EXPERIENCE AND EMPLOYMENT (cont)

DATES OF EMPLOYMENT (MONTH/YEAR) <small>FROM _____ TO _____</small>	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
NAME OF FOUR (4) CO-WORKERS:	1- _____	2- _____	3- _____
DESCRIBE YOUR JOB DUTIES:			
REASON FOR LEAVING:			

DATES OF EMPLOYMENT (MONTH/YEAR) <small>FROM _____ TO _____</small>	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
NAME OF FOUR (4) CO-WORKERS:	1- _____	2- _____	3- _____
DESCRIBE YOUR JOB DUTIES:			
REASON FOR LEAVING:			

DATES OF EMPLOYMENT (MONTH/YEAR) <small>FROM _____ TO _____</small>	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
NAME OF FOUR (4) CO-WORKERS:	1- _____	2- _____	3- _____
DESCRIBE YOUR JOB DUTIES:			
REASON FOR LEAVING:			

DATES OF EMPLOYMENT (MONTH/YEAR) <small>FROM _____ TO _____</small>	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
NAME OF FOUR (4) CO-WORKERS:	1- _____	2- _____	3- _____
DESCRIBE YOUR JOB DUTIES:			
REASON FOR LEAVING:			

DATES OF EMPLOYMENT (MONTH/YEAR) <small>FROM _____ TO _____</small>	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
NAME OF FOUR (4) CO-WORKERS:	1- _____	2- _____	3- _____
DESCRIBE YOUR JOB DUTIES:			
REASON FOR LEAVING:			

NORTH LAS VEGAS POLICE DEPARTMENT

EXPERIENCE AND EMPLOYMENT (cont)

DATES OF EMPLOYMENT (MONTH/YEAR)	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
FROM _____ TO _____ ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
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NAME OF FOUR (4) CO-WORKERS:	1 - _____	2 - _____	3 - _____	4 - _____
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DESCRIBE YOUR JOB DUTIES:	REASON FOR LEAVING:		
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DATES OF EMPLOYMENT (MONTH/YEAR)	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
FROM _____ TO _____ ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
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NAME OF FOUR (4) CO-WORKERS:	1 - _____	2 - _____	3 - _____	4 - _____
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DESCRIBE YOUR JOB DUTIES:	REASON FOR LEAVING:		
---------------------------	---------------------	--	--

DATES OF EMPLOYMENT (MONTH/YEAR)	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
FROM _____ TO _____ ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
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NAME OF FOUR (4) CO-WORKERS:	1 - _____	2 - _____	3 - _____	4 - _____
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DESCRIBE YOUR JOB DUTIES:	REASON FOR LEAVING:		
---------------------------	---------------------	--	--

DATES OF EMPLOYMENT (MONTH/YEAR)	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
FROM _____ TO _____ ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
-----------------------	--	--------------------	----------------------

NAME OF FOUR (4) CO-WORKERS:	1 - _____	2 - _____	3 - _____	4 - _____
------------------------------	-----------	-----------	-----------	-----------

DESCRIBE YOUR JOB DUTIES:	REASON FOR LEAVING:		
---------------------------	---------------------	--	--

DATES OF EMPLOYMENT (MONTH/YEAR)	NAME OF EMPLOYER	WORK PHONE (AREA CODE)	MONTHLY SALARY
FROM _____ TO _____ ADDRESS (NUMBER AND STREET)	CITY	STATE	ZIP CODE

JOB TITLE OR POSITION	<input type="checkbox"/> FULL INTERNSHIP <input type="checkbox"/> PART-TIME <input type="checkbox"/> TEMP <input type="checkbox"/> VOLUNTEER	PRIMARY SUPERVISOR	ALTERNATE SUPERVISOR
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NAME OF FOUR (4) CO-WORKERS:	1 - _____	2 - _____	3 - _____	4 - _____
------------------------------	-----------	-----------	-----------	-----------

DESCRIBE YOUR JOB DUTIES:	REASON FOR LEAVING:		
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NOTE: LIST&ATTACH ANY ADDITIONAL JOBS THAT YOU MAY HAVE HELD ON SEPARATE SHEET(S) OF PAPER.

NORTH LAS VEGAS POLICE DEPARTMENT

EXPERIENCE AND EMPLOYMENT (cont)

27. Have you ever taken anything from a former employer or anyone (i.e. office supplies, food, tools, cash, property, etc.) without permission? YES NO If yes, explain in the space provided below:

28. SPOUSE'S EMPLOYER

NAME OF EMPLOYER: _____ JOB TITLE: _____ MONTHLY SALARY: _____

ADDRESS (NUMBER AND STREET): _____

NAME OF SUPERVISOR: _____

WORK PHONE (AREA CODE): _____

SAMPLE

FINANCES

29. Do you or your spouse have any other source(s) of income? If yes, give total amount & sources: YES NO

30. Have you ever filed for bankruptcy or been granted bankruptcy? If yes, explain reasons below: YES NO
DATE: _____ REASONS: _____

31. Have you ever been delinquent on income tax payments? If yes, was it more than once? YES NO
DATE: _____ REASONS: _____

32. Have you ever had any of your bills, accounts, or loans returned over to the collections agency? YES NO

DATE: _____ ACCOUNT/CURRENT STATUS: _____
DATE: _____ ACCOUNT/CURRENT STATUS: _____
DATE: _____ ACCOUNT/CURRENT STATUS: _____
DATE: _____ ACCOUNT/CURRENT STATUS: _____

DO NOT

33. Have you ever had any purchased goods, vehicle, property, or any items repossessed or foreclosed? (This includes voluntary repossessions) If yes, please explain below: YES NO
DATE: _____ REASONS: _____

FILL OUT

34. List Total Debt excluding mortgage: _____

PRIOR APPLICATIONS TO NORTH LAS VEGAS POLICE DEPT AND/OR OTHER AGENCIES

35. Have you ever applied for a position with the North Las Vegas Police Dept or ANY Law Enforcement, Law Enforcement-related agency, or governmental agency? YES NO If yes, please provide the date, the position, and the results; check ALL boxes that apply:.

NAME OF AGENCY: _____ AGENCY PHONE No: _____ DATE APPLIED: _____

COMPLETE ADDRESS INCLUDING ZIP CODE: _____ POSITION APPLIED FOR: _____

- | | | | | |
|---|---|--|---|---|
| <input type="checkbox"/> Submitted interest card only | <input type="checkbox"/> Submitted application only | <input type="checkbox"/> Took written test | <input type="checkbox"/> Failed written test | <input type="checkbox"/> Oral interview taken |
| <input type="checkbox"/> Failed oral interview | <input type="checkbox"/> Placed on eligibility list | <input type="checkbox"/> Submitted Personnel History Statement | <input type="checkbox"/> Background Investigation conducted | <input type="checkbox"/> Background pending |
| <input type="checkbox"/> Took B-PAD | <input type="checkbox"/> Failed B-PAD | <input type="checkbox"/> Took Polygraph | <input type="checkbox"/> Disqualified | <input type="checkbox"/> Hired / Job Offer Made |
| <input type="checkbox"/> Withdrew application or declined Offer | <input type="checkbox"/> No response from agency | <input type="checkbox"/> Unknown status | <input type="checkbox"/> Other | |

NORTH LAS VEGAS POLICE DEPARTMENT

PRIOR APPLICATIONS TO NORTH LAS VEGAS POLICE DEPT AND/OR OTHER AGENCIES

NAME OF AGENCY:

AGENCY PHONE No

DATE APPLIED:

COMPLETE ADDRESS INCLUDING ZIP CODE:

POSITION APPLIED FOR:

- Submitted interest card only Submitted application only Took written test Failed written test Oral interview taken
 Failed oral interview Placed on eligibility list Submitted Personnel History Statement Background Investigation conducted Background pending
 Took B-PAD Failed B-PAD Took Polygraph Disqualified Hired / Job Offer Made
 Withdrew application or declined Offer No response from agency Unknown status Other

NAME OF AGENCY:

AGENCY PHONE No

DATE APPLIED:

COMPLETE ADDRESS INCLUDING ZIP CODE:

POSITION APPLIED FOR:

- Submitted interest card only Submitted application only Took written test Failed written test Oral interview taken
 Failed oral interview Placed on eligibility list Submitted Personnel History Statement Background Investigation conducted Background pending
 Took B-PAD Failed B-PAD Took Polygraph Disqualified Hired / Job Offer Made
 Withdrew application or declined Offer No response from agency Unknown status Other

NAME OF AGENCY:

AGENCY PHONE No

DATE APPLIED:

COMPLETE ADDRESS INCLUDING ZIP CODE:

POSITION APPLIED FOR:

- Submitted interest card only Submitted application only Took written test Failed written test Oral interview taken
 Failed oral interview Placed on eligibility list Submitted Personnel History Statement Background Investigation conducted Background pending
 Took B-PAD Failed B-PAD Took Polygraph Disqualified Hired / Job Offer Made
 Withdrew application or declined Offer No response from agency Unknown status Other

NAME OF AGENCY:

AGENCY PHONE No

DATE APPLIED:

COMPLETE ADDRESS INCLUDING ZIP CODE:

POSITION APPLIED FOR:

- Submitted interest card only Submitted application only Took written test Failed written test Oral interview taken
 Failed oral interview Placed on eligibility list Submitted Personnel History Statement Background Investigation conducted Background pending
 Took B-PAD Failed B-PAD Took Polygraph Disqualified Hired / Job Offer Made
 Withdrew application or declined Offer No response from agency Unknown status Other

NAME OF AGENCY:

AGENCY PHONE No

DATE APPLIED:

COMPLETE ADDRESS INCLUDING ZIP CODE:

POSITION APPLIED FOR:

- Submitted interest card only Submitted application only Took written test Failed written test Oral interview taken
 Failed oral interview Placed on eligibility list Submitted Personnel History Statement Background Investigation conducted Background pending
 Took B-PAD Failed B-PAD Took Polygraph Disqualified Hired / Job Offer Made
 Withdrew application or declined Offer No response from agency Unknown status Other

NAME OF AGENCY:

AGENCY PHONE No

DATE APPLIED:

COMPLETE ADDRESS INCLUDING ZIP CODE:

POSITION APPLIED FOR:

- Submitted interest card only Submitted application only Took written test Failed written test Oral interview taken
 Failed oral interview Placed on eligibility list Submitted Personnel History Statement Background Investigation conducted Background pending
 Took B-PAD Failed B-PAD Took Polygraph Disqualified Hired / Job Offer Made
 Withdrew application or declined Offer No response from agency Unknown status Other

NOTE: LIST&ATTACH ANY OTHER APPLICATIONS YOU SUBMITTED ON SEPARATE SHEET(S) OF PAPER.

NORTH LAS VEGAS POLICE DEPARTMENT

36. Have you ever been fingerprinted for any reason? YES NO If yes, please provide the details below:

NAME OF AGENCY	DATE	PURPOSE

SAMPLE

37. Selective Service Number (males, under 26 years of age)

38. Have you been in the Military (including Reserves, National Guard, ROTC)? YES NO
If yes, please complete the following chart:

BRANCH OF SERVICE	SERIAL NUMBER	DATE ENTERED	OCCUPATIONAL SPECIALTY

FORM

39. Have you been discharged from your military service? YES NO
If yes, please complete the following chart:

DATE SEPARATION/PROJECTED DATE	TYPE OF DISCHARGE

DO NOT

40. Were you ever the subject of a military criminal investigation? YES NO
If Yes, please complete and attach a statement on a separate sheet(s) of paper.

41. Were you ever the subject of any military discipline pursuant to the Uniform Code of Military Justice for any service related offense? YES NO If yes, please complete the following chart:

DATE	CHARGE	DISPOSITION

FILL OUT

42. Are you currently a member of the U.S. Reserve or National Guard? YES NO If yes, complete the following:

GRADE:	SERIAL NUMBER:	SERVICE:	COMPONENT:
ORGANIZATION NAME:			
ADDRESS:			
<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE		INDICATE RESERVE OBLIGATION:	

NORTH LAS VEGAS POLICE DEPARTMENT

MOTOR VEHICLE OPERATION & INSURANCE

43. Give the following information concerning ALL driver's licenses you have held or currently hold:

STATE ISSUED	NAME ISSUED	DRIVERS LICENSE No	DATES FROM/TO	RESTRICTIONS
--------------	-------------	--------------------	---------------	--------------

SAMPLE

44. List all vehicles that you own and/or operate that are registered to you:

YEAR	MAKE/MODEL	LICENSE No & STATE	AUTO INSURANCE / POLICY No.	AUTO INSURANCE EXPIRATION
------	------------	--------------------	-----------------------------	---------------------------

FORM

45. Have you ever been refused auto insurance for any reason? YES NO If yes, please explain:

46. Has your license/privilege to drive, ever been Suspended or Revoked? YES NO If yes, please explain:

DO NOT

47. Have you ever been stopped, arrested, cited for DUI? YES NO If yes, please explain and give dates:

48. As a driver, have you ever been involved in an accident where you left the scene without identifying yourself (hit & run)? YES NO If yes, please explain and give dates:

49. List each traffic accident that you have been involved in, whether your fault or not, as the driver of the vehicle:

DATE	CITY & STATE	CITED?	INCIDENT
------	--------------	--------	----------

FILL OUT

YES NO

YES NO

YES NO

YES NO

50. List ALL driving citations (excluding parking tickets) that you have received, regardless of disposition:

DATE	CITY & STATE	CHARGE	DISPOSITION OR PENALTY
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LEGAL

NORTH LAS VEGAS POLICE DEPARTMENT

51. Have you ever had a warrant for your arrest, Failure to Appear, or Summons for anything including traffic?
 YES NO If yes, explain details that include when and where:

52. List **ALL Police Contact**, as an adult or juvenile, during which you were questioned, cited, detained, or arrested, whether as a victim/witness/ suspect, in any incident. **(Include charges that were dismissed, dropped, reduced, sealed, or expunged)** YES NO If yes, provide the following information; start with most recent:

DATE	CHARGES OR REASON FOR INVESTIGATION	POLICE OR MILITARY AGENCY	RESULTS
SAMPLE			
FORM			

53. Regardless of who was at fault, have you ever had been a cause of having a physical altercation?
 YES NO If yes, explain below:

54A. Have you ever been involved in any WIL court action? YES NO If yes, explain below:

54B. Party name: _____ Party initials: _____

55. Have you ever received a settlement as a result of any claim? YES NO If yes, explain below:

Settlement received from:

56. Have you, your spouse, or members of your family, or any members of your spouse's family ever been arrested for felony? YES NO IF YES, EXPLAIN IN SEPARATE STATEMENT.

57. Have you, your spouse, or members of your family, or any members of your spouse's family ever been associated with gangs or subversive groups (Minutemen, Aryan Brotherhood, etc.)
 YES NO IF YES, EXPLAIN IN SEPARATE STATEMENT.

ALCOHOL AND DRUG HISTORY

58. When and where was the last time you were present while others were using illegal drugs?

59. Have you ever sold, bought, delivered, manufactured, grown, produced, or injected any controlled substance?

60. When was the last time you used **STEROIDS**? Explain incidents, list number of cycles and dates of usage(s). Also include in what manner the steroids were administered (orally, injected, etc.)

NORTH LAS VEGAS POLICE DEPARTMENT

ALCOHOL AND DRUG HISTORY (cont)

61. When was the last time you used **INHALANTS**? List what type, give dates, and total amounts of usage(s).

62. When was the last time you used **HALLUCINOGENS**? (LSD, PCP, Peyote, Mushrooms, Mescaline, etc.)
List what type, give dates, and total amounts of usage(s).

63. When was the last time you used **NERVOUS SYSTEM DEPRESSANTS**? (Cocaine, Heroin, Morphine, Heroin, etc.)?
List what type, give dates, and total amounts of usage(s).

64. When was the last time you used **DEPRESSANTS**? (Tranquilizers, Barbiturates, Benzodiazepines, Methaqualone, etc.)? List what type, give dates, and total amounts of usage(s).

65. When was the last time you used **STIMULANTS**? (Cocaine, Crack, Heroin, Crystal, Angel Dust, Ecstasy, Speed, Amphetamine, Methamphetamine, etc.)? List what type, give dates, and total amounts of usage(s).

66. When was the last time you used **CANNABIS SUBSTANCES**? (Marijuana, Hashish, Hashish Oil, etc.)?
List what type, give dates, and total amounts of usage(s).

67. When was the last time you used someone else's prescription? Explain and give dates:

68. When was the last time you consumed alcohol? List type, amount, and how often you consume alcohol:

69. When was the last time you drove after drinking? Explain:

70. List any other activities that you are involved in, that you think are important for NLVPD to be aware of:

71. What is there ethically or morally in your life that could bring discredit to NLVPD if you were hired?

72. Do you know of anything that would hinder you for employment with a police agency or prevent you from fully discharging the **ESSENTIAL WORK FUNCTIONS** of such employment? (Including working weekends and/or nights, taking a human life if necessary, carrying a gun, conforming to grooming standards, etc.)

YES NO If yes, explain:

NORTH LAS VEGAS POLICE DEPARTMENT

DECLARATION OF TRUTHFUL STATEMENTS

WARNING: Do not sign this page until in the presence of an NLVPD Background Investigator

SAMPLE

I _____ have reviewed my answers as recorded and certify that they are correct and true. I understand that any false statement or omission in this document will result in my immediate disqualification from the selection process.

FORM

APPLICANT SIGNATURE

DATE

STATE OF NEVADA
COUNTY OF CLARK

Subscribed and sworn before me, by _____ this

_____ day _____, 200_____

DO NOT

FILL OUT

(SE

NOTARY SIGNATURE