



603-934-3949 (24 Hr.) 603-934-6437 (Admin) 603-934-0122 (fax)

## *Application for Appointment: Police Officer*

### Personal History

<b>INSTRUCTIONS</b> Please provide a cover letter along with your completed <b>Personal History form</b> . Please answer each question clearly and completely. Read carefully and follow all directions. TYPE OR PRINT IN INK.	Please do not write in this space
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<b>POST(S) APPLIED FOR:</b>
<i>POLICE OFFICER (Part-Time)</i>

<b>PERSONAL INFORMATION</b>			
Family Name	First & Middle Name	Maiden Name, if any	
Date of Birth (yyyy/mm/dd)	Place of Birth	Marital Status	Gender
Nationality at Birth	Present Nationality	Second Nationality, if any	

<b>CONTACT INFORMATION</b>	
Permanent Address (Street, City, Country)	Current Home Telephone No.
Present Address (Street, City, Country)	Work Telephone No.
E-Mail Address	Mobile Telephone No.

<b>EDUCATION</b> - Give exact names of institutions and titles of diplomas and degrees ( including secondary school) as they appear in the diploma(s).				
Month/Year attended		Degrees and Academic Distinctions	Main Course of Study	Name, Place and Country
from	to			
Please indicate if any of the studies specified above was not finished or is in progress and give reasons for any overlaps of study periods. If you wish, provide any other information regarding your education that you consider relevant:				

**EMPLOYMENT RECORD** - Starting with your most recent post, list in reverse order every appointment including **MILITARY SERVICE** you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size.

<b>From</b>	<b>To</b>	<b>Exact title of your post:</b>
		<b>Type of business:</b>
<b>Name, address and phone number of present employer:</b>		
<b>Name and title of present supervisor:</b>		
<b>Have you any objections to our making enquiries of your present employer?</b>		<b>Yes / No</b>
<b>Number and kind of employees supervised by you:</b>		<b>Reason for leaving:</b>
<b>Total annual net income (after deduction of tax):</b>		
<b>DESCRIPTION OF YOUR DUTIES:</b>		

<b>From</b>	<b>To</b>	<b>Exact title of your post:</b>
		<b>Type of business:</b>
<b>Name, address and phone number of employer:</b>		
<b>Number and kind of employees supervised by you:</b>		<b>Reason for leaving:</b>
<b>Total annual net income (after deduction of tax):</b>		
<b>DESCRIPTION OF YOUR DUTIES:</b>		

<b>From</b>	<b>To</b>	<b>Exact title of your post:</b>
		<b>Type of business:</b>
<b>Name, address and phone number of employer:</b>		
<b>Number and kind of employees supervised by you:</b>		<b>Reason for leaving:</b>
<b>Total annual net income (after deduction of tax):</b>		
<b>DESCRIPTION OF YOUR DUTIES:</b>		

From	To	Exact title of your post:
		Type of business:
Name, address and phone number of employer:		
Number and kind of employees supervised by you:		Reason for leaving:
Total annual net income (after deduction of tax):		
DESCRIPTION OF YOUR DUTIES:		

If you have had more jobs, please describe them below. Also, provide reasons for any overlaps of work periods.

**DEPENDANTS - If you have dependents give the following information:**

Name	Date of Birth (Year/Month/Day)	Relationship	Name	Date of Birth (Year/Month/Day)	Relationship

If you wish, provide any other information regarding your dependents that you consider relevant:

**POLICE CERTIFICATIONS:**

Are you currently a certified Police Officer in any state or agency? YES/NO?

Please list your certifications and the certifying agency for any classification of Police Certification or Law Enforcement Commissions. DO NOT include training certifications in this section (RADAR, Baton, Taser, etc.)

Certifying Agency	Type of Certification (Part-Time, Full-Time etc.)	Issued	Expiration

CERTIFICATIONS (that are applicable to Law Enforcement and/or Public Safety)			
List certifying agency and date of expiration if applicable. INCLUDE training certifications in this section (BATON, Pepper Spray, Taser, EVOG, etc)			
Certifying Agency	Type of Certification	Issued	Expiration

List membership in professional societies and activities.

MISCELLANEOUS	
Have you ever been terminated from a place of employment for misconduct?	Yes / No
Have you ever been names in a Domestic Violence Protection Order, a No Trespass Order or Restraining Order of any type?	Yes / No
Have you ever been arrested, indicted or summoned into court as a defendant in a criminal proceeding or convicted, fined or imprisoned for the violation of any law including minor traffic violations?	Yes / No
Have you ever been arrested and/or convicted of any offense related to Domestic Violence or any offense that would prevent you from carrying a firearm as defined by the Lautenberg Amendment?	Yes / No
Have you ever served in the US Armed Forces and been discharged under less than Honorable Conditions?	Yes / No
<i>If yes in any of the above questions , give full particulars of each case in an attached statement.</i>	

WORK CONDITIONS	
Have you read the Physical Fitness Requirements for the position of Police Officer in New Hampshire?	Yes / No
Have you previously submitted to a Physical Fitness Test approved by the New Hampshire Police Standards & Training Council? If so, when and with what Certifying agency? (Attach copy of Test Results)	Yes / No
What is the minimum hours you are willing to work?	

Are any of your relatives employed by Law Enforcement?		Yes / No
If the answer is yes, give the following information:		
Name	Relationship	Name of international organization

REFERENCES - List three persons, not related to you, who are familiar with your character and qualifications. DO NOT repeat names of supervisors listed in the employment record.		
Full name	Full address, phone number and e-mail address	Business or occupation

**IMPORTANT** - Please provide any other information that you consider important for the evaluation of your candidature:

I certify that the statement made by me in answer to the foregoing questions is true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Hill Police Department is grounds for rejection, termination and possible prosecution for Unsworn Falsification RSA 641:3.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**N.B. You may be requested to supply further documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Hill Police Department and, in any event, do not submit letters of references or testimonials unless they have been obtained for the sole use of the Hill Police Department for the purposes of determining your suitability as Police Officer.**

THE MAXIMUM PERIOD OF VALIDITY FOR A PERSONAL HISTORY FORM IS TWO YEARS