

Flint Police Department
Application Packet for: Reserve Police Officer

Application# _____
(Department use only)

Applicant Name: _____ **Date:** _____

Answer the following questions truthfully and to the best of your knowledge as they apply to you. Providing unfavorable information may not necessarily exclude you from our hiring process. Factors such as age, time of offense, seriousness and nature of violation and rehabilitation will be considered. Use black ink only. Use the reverse of this page or additional sheets if necessary.

Applicant Pre-Screening Questionnaire

- Y N Have you applied with us before? Y N Have you interviewed with us before?
- Y N Have you applied to other departments with a police reserve program? (List each below)
- Y N Are you currently volunteering with a police, fire or EMS agency at this time? (List each department)
- Y N Are you a resident of the City Flint **year round**? If no, in what city do you reside?

- Y N You understand that this is a volunteer unpaid position.
- Y N You understand that this position requires completion of our 150 hour Reserve Academy conducted "in house" by the Flint Police Department, at no cost to you.
- Y N You understand that you will be required to work a minimum of 16 hours per month and specified mandatory festivals, some of which will be held during weekends and holidays.
- Y N Can you commit to purchasing the gear needed for our reserve academy, department standard firearm, and duty boots? (Please see page 7 of this document for more detailed information.)
- Y N Can you pass the basic physical fitness requirements? (Please see page 7 of this document for more detailed information.)
- Y N Do you have a valid Michigan Driver's License? (Tell us about tickets, accidents, or suspensions below.)
- Y N Do you have a criminal record or anything about your background you wish to disclose? (If you have been suspected, charged, or convicted of any crime or infraction, please explain)
- Y N I have read and fully understand the information as outlined on page 7 of this application.

How did you hear about us? _____

I acknowledge that all of the information I provided above is true to the best of my knowledge. I also understand that any omissions of pertinent information regarding my background may cause me to be eliminated from the selection process.

Applicant Signature: _____ Date: _____

Receiving Officer: _____ Badge: _____ Date Reviewed: _____ Complete: Y N

APPLICATION FOR RESERVE POLICE OFFICER

Flint Police Department
210 E. 5th Street
Flint, MI 48502

Phone: (810) 237-6807
Facsimile: (810) 237-6960

The City of Flint is an equal opportunity employer and shall consider all qualified applicants for all positions without regard to race, color, sex, religion, national origin, age, height, weight, marital status, veteran status, sexual orientation, or disability.

Please note the following: (1) ANSWER ALL QUESTIONS COMPLETELY. FAILURE TO DO SO MAY RESULT IN REJECTION OF YOUR APPLICATION AND YOU WILL NOT BE CONSIDERED FOR EMPLOYMENT. (2) Please type or print in black ink. (3) This application will be kept current for six (6) months from the date it was submitted. (4) Please use additional sheets if necessary. (5) You may attach a resume to the back of this application.

PART I: PERSONAL INFORMATION

Full Legal Name (Last, First, Middle)				Date of Application:	
Date of Birth:					
Residential Address:		City:	State:	Zip:	County:
Primary Phone #:	Secondary Phone #:	Driver's License #:		State:	
Email Address:					

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PART II: EMPLOYMENT INFORMATION

Position Applied For: Reserve Police Officer		Employment Status: Volunteer		Date available to start:	
Please list your availability of each day you will be available to work:	Mon:		Tue:		Wed:
	Thurs:		Fri:		Sat:
	Sun:		Other:		
Are you a relative by birth or marriage to any City of Flint elected official or employee? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide their name(s):					
Have you ever been employed by the City of Flint? If yes list dates, position, and department: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Are you under 18 years of age? If yes, please specify your work permit number <input type="checkbox"/> Yes <input type="checkbox"/> No under the Youth Employment Standards Act:					
Are you prevented from lawfully becoming employed in this country because of Visa/Immigration status? <input type="checkbox"/> Yes <input type="checkbox"/> No (Proof of citizenship or immigration status may be requested upon employment.)					
Have you ever been fired from any position (paid or volunteer)? If yes, give a detailed explanation: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Are you currently working? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you on Lay-off? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		If so, are you subject to recall? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	
Have you ever been refused a bond? <input type="checkbox"/> Yes <input type="checkbox"/> No		Will you submit to a drug screen? <input type="checkbox"/> Yes <input type="checkbox"/> No		Will you submit to a physical exam? <input type="checkbox"/> Yes <input type="checkbox"/> No	

PART II: EMPLOYMENT INFORMATION (continued...)

<p>Have you ever been convicted of a felony that has not been expunged, annulled or sealed? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, completely describe including location and date:</p> <p style="text-align: center;">NOTE: A conviction record will not necessarily be a bar to employment. Factors such as age, time of offense, seriousness and nature of violation and rehabilitation will be considered.</p> <p>Are you capable of performing with or without reasonable accommodation (special assistance, equipment or other help) the activities involved in the job or occupation for which you have applied? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>

PART III: EDUCATION & TRAINING

	High School Or GED	Vocational/ Technical	College/ University	Graduate School
School Name				
Major / Minor	Not Applicable			
# of credit hours earned	Not Applicable			
Did you graduate?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, list the date you expect to be completed				
Degree(s)/Certifications(s)				
<p>Do you plan to become a certified police officer and attend a MCOLES police academy? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, provide the date: _____ Which academy will you attend?</p>				

PART IV: SKILLS AND HOBBIES

Describe any specialized training, apprenticeships, internships, skills, licenses, certificates and extra-curricular activities that pertain to this position:
What type of business machines do you operate?
List any outside interests/hobbies:

PART IV: EMPLOYMENT HISTORY

Below, list each job held beginning with your present or last job first. Omit military service record. If you require more space please attach additional sheet(s) to this application. If you were employed under a maiden or other name, please indicate that name by the employer. All information provided must be accurate and correct.

Current Employer			
Employer:		Address:	
Job Title:	Supervisor:		Telephone #:
Date of Hire:	Ending Date:	Starting Rate:	Ending Rate:
Duties Performed:			
Reason For Leaving:			

Former Employer One			
Employer:		Address:	
Job Title:	Supervisor:		Telephone #:
Date of Hire:	Ending Date:	Starting Rate:	Ending Rate:
Duties Performed:			
Reason For Leaving:			

Former Employer Two			
Employer:		Address:	
Job Title:	Supervisor:		Telephone #:
Date of Hire:	Ending Date:	Starting Rate:	Ending Rate:
Duties Performed:			
Reason For Leaving:			

PART V: MILITARY SERVICE RECORD

Have you had any experience in the Armed Forces of the United States of America or in the National Guard? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, What Branch:	Rank at discharge:
Date of discharge:	Honorable Discharge? <input type="checkbox"/> Yes <input type="checkbox"/> No
**NOTE: A dishonorable discharge from the military will not necessarily be a bar to employment.	
List Duties Performed:	

PART VI: REFERENCES

(Please list three references, either personal or professional. Do not include relatives or former employers.)

NAME & REF TYPE	ADDRESS	TELEPHONE(S)
_____ ___Personal ___Professional		
_____ ___Personal ___Professional		
_____ ___Personal ___Professional		

PART VII: APPLICANT'S AGREEMENT & UNDERSTANDING

1. I certify that the information in this application is true, complete and correct to the best of my knowledge and understand that falsification, misleading, misrepresenting or omission of any information submitted in connection with my application or interview, whether in this document or not, may result in rejection of my application or, if accepted, in dismissal.
2. I waive written notice from my current employer and from any of my former employers regarding the disclosure of disciplinary reports, letters of reprimand, or other notices of disciplinary action contained in my personnel records (even if more than four years old). This waiver is made pursuant to the Bullard-Plawecki Employee Right-to-Know Act.
3. I authorize the references and current and former employers listed in this application to give you any and all information concerning my current and previous employment and any pertinent information they may have (even if more than four years old) and release all parties from any liability or any damages that may result from furnishing same to you.
4. I authorize the City of Flint to release any information (even if more than four years old) relating in any way to my employment including disciplinary reports, letters of reprimand or other notices of disciplinary action when such information is requested by any prospective or subsequent employers without any obligation (by them or you) to give me any notice of such disclosure.
5. I understand that any employment offer is conditional upon the result of the drug screening test and the post offer pre-employment medical examination.
6. I have read the attached job description. If employed, I understand that if I am disabled or become disabled and am in need of accommodations for employment, I must notify the City of Flint, in writing, within 182 days after the need is known or should have been known to me. Failure to properly notify the City will preclude any claim that the employer fails to accommodate the disability.
7. I agree that if I should be accepted that any claim or lawsuit relating to my service with the City of Flint or any of its councils, boards, commissions or committees must be filed no more than six (6) months after the date of the employment action that is subject of the claim or lawsuit. I waive any statute of limitations to the contrary.

I HAVE READ, UNDERSTAND AND AGREE TO THE TERMS OF EACH OF THE SEVEN (7) INDIVIDUAL STATEMENTS SPECIFIED ABOVE.

RETAIN THIS COPY FOR YOUR RECORDS

After the Application is Submitted:

Upon successful completion of the initial application phase, each Candidate shall undergo a background check, and a final comprehensive oral board interview.

Physical Fitness Entrance Requirement:

The City of Flint Police Department wants to encourage all City of Flint residents interested in this program to be able to participate and to be safe while volunteering with the Department. Applicants should be aware that duties could frequently involve physical requirements such as standing and/or walking for an extended period of time and lifting or moving heavy weights. Applicant's vision and hearing must be, or be corrected to a level that allows the applicant to perform the assigned tasks of a Reserve Police Officer safely. As there are many duties that will be available to Reserve Flint Police Officers who successfully complete the Reserve Officer Training Program, consideration will be given to individuals levels of fitness and their individual needs when duty assignments are made by the Program Coordinator.

FPD Reserve Academy Financial Obligations:

Each recruit will be required to purchase the following items by day one of our academy. The firearm will not be needed until the second week of that academy class. Information on purchasing this gear will be given in the Recruit Orientation Packet, prior to the start of our academy.

- Duty Boots (Depending upon selection, boots range from \$75.00 to \$250.00)
- Department specified firearm, from an approved list. (Approximately \$400.00 to \$600.00)

The department provides all post-academy duty uniforms and gear at no cost to the officer. This includes full uniform, jackets, rain gear, body armor, and duty gear (belt, handcuffs, pepper spray, etc.).

Volunteer Obligations:

To become a Reserve Police Officer, a Recruit must complete the 150 hour Reserve Training Academy conducted "in house" at no cost to the recruit.

Upon completion of the Reserve Academy you will be required to complete a minimum of 16 hours of duty per month. Due to the nature of law enforcement, some shifts may include holidays and weekends; such as Memorial Day or Independence Day weekends.

There are multiple festival events, some of which are mandatory for department staff, subject to change each year as needs arise. You may contact our department for more information and current festival listings. All events are scheduled well in advance using our remote online scheduling system.

Upon completion of this application, please return the finished copy to Sergeant Brian Murphree at the City of Flint Police Department, 210 east 5th Street, Flint Michigan. He can be reached at his desk at 810-237-6807 for questions concerning the application process. Digital submission may be made to Sergeant Murphree at bmurphree@cityofflint.com