

EMPLOYMENT HISTORY

List below present and past employment, beginning with your most recent

I	Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:								
	<i>Telephone</i>								

II	Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:								
	<i>Telephone</i>								

III	Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:								
	<i>Telephone</i>								

IV	Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
		Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:								
	<i>Telephone</i>								

I hereby give permission to contact the employers listed above concerning my prior work experience as indicated below.

Employer I? Yes ___ No ___

Employer II? Yes ___ No ___

Employer III? Yes ___ No ___

Employer IV? Yes ___ No ___

Signed _____

RECORD OF EDUCATION

School	Name and Address of School	Course of Study	Circle Last Year Completed	Did You Graduate?	List Diploma or Degree
Elementary				<input type="checkbox"/> Yes	
				<input type="checkbox"/> No	
High				<input type="checkbox"/> Yes	
				<input type="checkbox"/> No	
College				<input type="checkbox"/> Yes	
				<input type="checkbox"/> No	
Other (Specify)				<input type="checkbox"/> Yes	
				<input type="checkbox"/> No	

PERSONAL REFERENCES (Not Former Employers or Relatives)

Name and Occupation	Address	Phone Number

May we telephone you to follow-up on this application at home? Yes ____ No ____

If yes, what is the best time to call? _____

May we telephone you to follow-up on this application at work? Yes ____ No ____

If yes, what is the best time to call? _____

What is your business telephone number? _____

PLEASE READ AND SIGN BELOW

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to employ me. I understand and agree that my employment is at-will and can be terminated by either party with or without notice, at any time, for any reason or no reason. No one other than an officer of the Company has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and then only in writing signed by an officer.

Signature of Applicant



MADISON POLICE DEPARTMENT

26 Weston Avenue
P.O. Box 190
Madison, ME 04950
Phone: 207-696-5373
Fax: 207-696-4149
madisonpd@myfairpoint.net

AUTHORIZATION TO RELEASE INFORMATION

TO WHOM IT MAY CONCERN:

I hereby direct any law enforcement agency, hospital, mental institution, or other medical facility, school, college, university, or other educational institution, consumer reporting agency, financial institution, or business establishment, including any of the officers, employees, or related personnel of any of the foregoing to provide to the selectmen of the town of Madison or any other authorized personnel bearing this release any and all information in your files concerning my criminal, medical, psychological, educational (but not limited to academic, achievement, attendance, athletic, personal history, and disciplinary records), medical and employment history.

I hereby release any of the above entities or their employees or related personnel, both individually and collectively, from any and all liability for damages of whatever kind which may at any time result to me, my heirs, family or associates because of compliance with this authorization and request to release information, or attempt to comply with it.

I hereby direct you to release such information upon request of the bearer, but only if the date of request is within one year of the date of my signature below. I hereby agree that a duplicate of this release shall be as effective as the original.

This release is executed with full knowledge and understanding that the information is for the official use of the town of Madison.

Should there be any questions as to the validity of this release, you may contact me as indicated below. All records obtained are confidential and may not be available for public inspection.

In order to comply with Maine Law Chapter 718(1975), patients of A.M.H.I. or B.M.H.I. (parent or guardian, if patient is a minor or legally incompetent adult) have the right to review material to be released unless such review is waived. Preference regarding review must indicate below for release to be granted. Please circle your preference.

I DO -- DO NOT wish to review this material at AMHI/BMHI prior to it's release.

FULL NAME _____
SIGNATURE

DATE _____

FULL NAME _____
PRINTED

ADDRESS _____

PHONE _____

WITNESS _____

NOTARY PUBLIC _____

MADISON POLICE DEPARTMENT
APPLICANT REPORT

APPLICANT INTERVIEW
Section B, Page 1

Applicant Information:

Name: _____ Date of Birth: _____

Address: _____ City/Town, State: _____

Phone: _____ (home) Phone: _____ (work)

Social Security Number: _____

Physical Description:

Sex: _____ Height: _____ Weight: _____ Hair: _____ Eyes: _____ Glasses/Contacts: _____

Tattoos, Scars, Distinguishing Marks: _____

Driver's License Number _____ State _____ Type _____ Expiration _____

Siblings:

Name	Address	DOB	Phone
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Special Qualifications and Skills:

List any special licenses and skills you have (i.e. pilot, computer, technician, diver, language, firearms):

APPLICANT INTERVIEW

Section B, Page 2

If different from Application and Background Update Form:

Present Employment Occupation

Employer's name and Address

Present Salary: _____

Length of Employment: _____

Request that Candidate list three to five Personal References and three to five Credit References including addresses for both:

Personal References

Business / Credit References

1. _____

2. _____

3. _____

4. _____

5. _____

APPLICANT INTERVIEW
Section B, Page 3

		Yes	No
1.	Have you ever applied or are you awaiting the results of an application with any other law enforcement agency? If yes, what agencies? _____ _____	_____	_____
2.	Has applicant ever used any intoxicant (other than for medical use)? If yes, explain: _____ _____	_____	_____
3.	Has applicant ever used any drug (other than for medical use)? If yes, explain: _____ _____	_____	_____
4.	Has applicant ever sold illegally scheduled drugs or drugs which require a prescription? If yes, explain: _____ _____	_____	_____
5.	Is there anything in the applicant's past that would embarrass him / her or the Madison Police Department if he / she were hired? If yes, explain: _____ _____	_____	_____
6.	If you are not a U.S. Citizen, have you the legal right to accept employment and remain in the U.S. permanently? * Applicant must have an Alien Number or Admission Number with expiration dates. Proof will be required upon employment.	_____	_____
7.	Would there be any problem if your present employer is contacted during the course of the Background Investigation? If yes, explain: _____ _____	_____	_____

APPLICANT INTERVIEW
Section B, Page 4

		Yes	No
8.	If it became necessary to take a human life in the course of your duties as a Police officer, would anything prevent you from doing so? If yes, explain? _____ _____	_____	_____
9.	Have you ever applied for a permit to carry a concealed firearm? Were you successful in obtaining one?	_____	_____
10.	It may become necessary to use a firearm in the course of your duties as A Police Officer. Would anything prevent you from doing so? If yes, explain: _____ _____	_____	_____
11.	Have you ever had your name legally changed? If yes, explain: _____ _____	_____	_____
12.	Have you ever used an alias? If yes, explain: _____ _____	_____	_____
13.	Has legal action ever been taken against you for any of the following reasons? Financial Delaying payments Property Wages	_____	_____
14.	Are you now, or have you ever been involved as a plaintiff, defendant, petitioner or respondent in any civil court action? If yes, explain (include when, where, name and location of court and Circumstances): _____ _____ _____	_____	_____

APPLICANT INTERVIEW
Section B, Page 5

		Yes	No
15.	Have you ever filed bankruptcy?	_____	_____
16.	Have you ever had any bills sent to a collection agency?	_____	_____
	If yes, explain: _____ _____		
17.	Have you ever been arrested and / or convicted of a felony?	_____	_____
	If yes, explain: _____ _____		
18.	Have you ever been arrested and / or convicted of a misdemeanor?	_____	_____
	If yes, explain: _____ _____		
19.	Have you ever been charged and / or convicted of a traffic offense?	_____	_____
	If yes, explain: _____ _____		
20.	Have you ever been held, detained or questioned by the police?	_____	_____
	If yes, explain: _____ _____		
21.	Are you now, or have you ever been, involved in a domestic abuse situation (mental, verbal, or physical), other than as a victim?	_____	_____
	If yes, explain: _____ _____		
22.	Has your driver's license ever been suspended or revoked?	_____	_____
23.	With what company do you carry auto insurance?		

24.	Has your automobile insurance ever been refused or cancelled?	_____	_____
	If yes, explain: _____ _____		

APPLICANT INTERVIEW
Section B, Page 6

- | | Yes | No |
|--|-------|-------|
| 25. Have you ever taken a polygraph examination? | _____ | _____ |
| If yes, explain: _____ | | |
| _____ | | |
| 26. What is the most serious crime you have been involved in that went undetected? | | |
| _____ | | |
| _____ | | |
| 27. Describe in a brief narrative any traffic accidents in which you have been involved, giving approximate dates and locations. | | |
| _____ | | |
| _____ | | |
| _____ | | |
| _____ | | |
| 28. Has any member of your family ever been arrested and / or convicted of a felony? | _____ | _____ |
| If yes, explain: _____ | | |
| _____ | | |
| 29. Were you ever discharged or forced to resign from employment because of misconduct or unsatisfactory service? | _____ | _____ |
| If yes, explain: _____ | | |
| _____ | | |
| _____ | | |
| 30. If in the military service, were you ever disciplined? (include court martial, Captain masts, etc.). | _____ | _____ |
| If yes, explain: _____ | | |
| _____ | | |
| _____ | | |
| Did you ever receive an Honorable Discharge from the service? | _____ | _____ |

APPLICANT INTERVIEW
Section B, Page 7

	Yes	No
31. Have you ever received any written commendations, medals, or certificates for any particular accomplishment or service well done?	_____	_____
If yes, explain: _____		

32. Do you presently, or have you ever, owned your own business, been a partner, or a corporate member?	_____	_____
If yes, explain: _____		

33. Have you ever been in jail, prison, correctional training school, or military stockade?	_____	_____
If yes, explain: _____		

34. Have you ever been detained by police or summonsed to court?	_____	_____
If yes, explain: _____		

35. What is the attitude of your spouse / family concerning your employment with The Madison Police Department?		

36. What is the attitude of your parents concerning your employment with the Madison Police Department?		

