



UNIFIED POLICE

GREATER SALT LAKE

INSTRUCTIONS TO HUMAN RESOURCES: *Detach this form before processing application.*

The Unified Police Department is proud to be an Equal Employment Opportunity Employer committed to a diverse workforce. Please assist us by providing the information below. **THIS FORM IS VOLUNTARY AND WILL NOT BE USED IN THE EVALUATION OF YOUR APPLICATION**

PLEASE INDICATE THE POSITION FOR WHICH YOU ARE APPLYING:

PLEASE INDICATE HOW YOU HEARD ABOUT THIS POSTION:

PLEASE PLACE A CHECK IN THE APPROPRIATE BLANKS:

GENDER:

- Female
 Male

VETERAN:

- Yes
 No

DISABLED:

- Yes
 No

40 OR OVER:

- Yes
 No

WHICH RACIAL OR ETHNIC GROUP DO YOU IDENTIFY WITH?

- White
 Black
 American Indian/Alaskan Native
 Asian
 Hispanic
 Native Hawaiian/Pacific Islander
 Other



LATERAL POLICE OFFICER EMPLOYMENT APPLICATION

APPLICANT INFORMATION

Last Name:	First:	M.I.:	DOB:
Street Address:		Social Security Number:	
City:	State:	Zip:	
Phone:		E-Mail Address:	

PLEASE ANSWER THE FOLLOWING QUESTIONS

Are you a citizen of the United States?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you at least 21 years of age.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a felony?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you been convicted of DUI in the last 2 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you used Marijuana in the last 2 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you used any illegal drugs in the last 5 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you obtained a High School diploma or GED?	<input type="checkbox"/> Yes <input type="checkbox"/> No Please provide copy of diploma
Do you or your spouse claim Veteran's Preference?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide DD-214 or enlistment doc
Do you have a valid driver's license?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you POST Certified as a Law Enforcement Officer (LEO) in the state of Utah?	<input type="checkbox"/> Yes <input type="checkbox"/> No Please provide a copy of your LEO Certificate
Do you have at least 1 completed year working experience as a full-time Law Enforcement Officer, within the last three years?	<input type="checkbox"/> Yes <input type="checkbox"/> No Please describe your law enforcement experience below:
Please list who referred you to apply for this position:	_____

EDUCATION (TO RECEIVE PREFERENCE POINTS FOR YOUR EDUCATION YOU MUST PROVIDE A COPY OF OFFICIAL TRANSCRIPTS)			
College		Location	
From:	to	Did you graduate?	<input type="checkbox"/> Yes <input type="checkbox"/> No Degree
College		Location	
From:	to	Did you graduate?	<input type="checkbox"/> Yes <input type="checkbox"/> No Degree

PREVIOUS EMPLOYMENT (Last ten years or to age 16)			
Company		Phone	
Address		Supervisor	
Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>		Supervisor Title	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From: to		Reason for leaving	
May we contact your previous supervisor for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Company		Phone	
Address		Supervisor	
Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>		Supervisor Title	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From: to		Reason for leaving	
May we contact your previous supervisor for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Company		Phone	
Address		Supervisor	
Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>		Supervisor Title	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From: to		Reason for leaving	
May we contact your previous supervisor for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Company		Phone	
Address		Supervisor	
Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>		Supervisor Title	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From: to		Reason for leaving	
May we contact your previous supervisor for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Company		Phone	
Address		Supervisor	
Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>		Supervisor Title	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From: to		Reason for leaving	
May we contact your previous supervisor for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Company		Phone	
Address		Supervisor	
Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/>		Supervisor Title	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From: to		Reason for leaving	
May we contact your previous supervisor for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**Attach Additional Sheets If Necessary (please provide a minimum of 10 years work experience)

MILITARY SERVICE **Please provide a copy of DD-214 long form**	
Do you have military service in the Armed Forces of the United States? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, what Branch?	Dates of service:
Highest rank held:	Type of duty:
Type of discharge:	Military serial number:
Do you have a reserve obligation?	Selective service number:

SUPPLEMENTAL QUESTIONNAIRE (Attach additional sheets if necessary**)**

Have you taken any extended work absences for reasons other than earned vacations?

YES NO If yes, explain (include when, names of employer, and why).

Have you ever been disciplined, suspended, or placed on leave without final pay for a violation of work place policies or procedures?

YES NO If yes, please give details.

UPD Policy describes Misrepresentation under the Conduct Section as follows: With reference to their official duties, members will not make false statements, falsify records, or knowingly allow incorrect statements or records to be accepted as valid.

Have you ever been accused of misrepresentation, or a similar policy violation as described above, during a work investigation, whether official or unofficial?

YES NO If yes, please describe the circumstances and whether the allegation was sustained, unfounded, or unresolved.

Have you ever been the subject of any judicial or non-judicial disciplinary action resulting from your employment?

YES NO If yes, please give details.

Have you ever been fired, asked to resign, or given the option to resign from any place of employment?

YES NO If yes, please give details.

FINANCIAL

The management of personal finances may be relevant to an individual's qualification for police department employment. Please answer the questions below. Be complete and accurate. The amount of indebtedness in itself will not be used in evaluation your qualifications, but rather the behavior exhibited in meeting financial obligations.

Within the last 10 years, have you filed or declared bankruptcy or filed for the Wage Earners Plan?

YES NO If yes, please give details (include when, where, why and amount).

Have any of your bills ever been turned over to a collection agency?

YES NO If yes, please give details (include when, firms involved and circumstances).

Have your paychecks ever been garnished?

YES NO If yes, please explain.

Have you ever had purchased goods repossessed?

YES NO If yes please give details (include when, firms involved, and circumstances for each occurrence).

Have you ever been delinquent on child support, alimony, or income or other tax payments?

YES NO If yes, please give details (include when, where, name and location of court, circumstances).

LEGAL

Have you ever been convicted of a crime?

YES NO If yes, please give details

Have you ever been convicted in a Juvenile Court for an act which would have been a crime if committed by an adult?

YES NO If yes, please give details (include when, where, name and location of court, circumstances).

Are you now or have you ever been involved as a plaintiff or a defendant in any civil action except for divorce? YES NO If yes, please give details

MOTOR VEHICLE OPERATION

Have you ever been refused a motor vehicle operator's license by the State of Utah or any other state?

YES NO If yes, please give details

Has your motor vehicle operator's license ever been suspended or revoked?

YES NO If yes, state when, where and why.

Has your motor vehicle operator's license ever been placed on probation? If yes, please give details.

Please list all traffic citations (excluding parking citations) you have received within the last **five years** (for Reckless Driving or Driving Under the Influence of Alcohol, please list all and explain below regardless of date).

Nature of Violation	Location	Approx. Date	Result

Have you ever been arrested for driving under the influence of alcohol and/or drugs or reckless driving?

YES NO Date: _____

Arresting Agency: _____

Agency Case #: _____ Court Docket #: _____

Details and Disposition:

Have you ever been involved, as a driver, in a motor vehicle accident within the last five years?

YES NO If yes, please give details for each accident.

Date: _____ Police Agency: _____

Location: _____ Injury: _____ Non-Injury: _____ Police Investigation: YES NO

Details and Disposition:

Date: _____ Police Agency: _____

Location: _____ Injury: _____ Non-Injury: _____ Police Investigation: YES NO

Details and Disposition:

ALCOHOL AND DRUG USE

Do you drink alcoholic beverages?

YES NO If yes, how often do you drink? _____

Have you participated in a "supervised rehabilitation program" for drugs or alcohol?

YES NO If yes, give the name and address of the program and dates of attendance/participation.

Program: _____ Phone: _____
 Beginning: _____ Ending: _____

Have you used alcohol since your last rehabilitation program?

YES NO

Have you used illicit drugs since your last rehabilitation program?

YES NO

What, if any, drugs were you addicted to?

Have you used any of the following drugs Illegally within the last five years? YES NO

If yes, mark which drug was used, state the approximate date you last used the drug, and how many times you used the drug.

X	TYPE	APPROXIMATE LAST DATE OF USE	HOW MANY TIMES
	Heroin		
	Cocaine		
	PCP		
	Percodan		
	Tai Sticks		
	Quaaludes		
	Crank		
	Morphine		
	LSD		
	Crack		
	Mescaline		
	Peyote		
	Opium		
	Demerol		
	Methadone		
	Psilocybin/Mushrooms		
	Amphetamine injected		

Have you used any of the following drugs within the last **two years**?

YES NO If yes, mark which drug was used, state the approximate date you last used the drug, and how many times you used the drug.

X	TYPE	APPROXIMATE LAST DATE OF USE	HOW MANY TIMES
	Marijuana		
	Hashish		
	Amyl Nitrates		
	Anabolic Steroids		
	Amphetamines not injected		
	Prescription medication not prescribed to you		
	Other (please identify)		

Under what circumstances were any of the above substances used?

PEACE OFFICER CERTIFICATION AND TRAINING

Are you currently or have you in the past been Peace Officer Standards and Training (POST) certified in Utah or elsewhere?

YES NO If yes, please give details (include when, where, category or kind of status).

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature _____ Date _____

Return to: **UNIFIED POLICE DEPARTMENT HR, 3365 S. 900 W. #121, Salt Lake City, UT 84119**

Application Check List

(failure to submit the listed items will result in disqualification or denial of preference points)

Item	Check List	Due Date
Completed and signed UPD Application	<input type="checkbox"/> (Mandatory)	Continuous
Copy of High School diploma or GED (College Degree can be substituted)	<input type="checkbox"/> (Mandatory)	
Copy of Utah POST LEO Certification	<input type="checkbox"/> (Mandatory)	
Copy of DD-214/enlistment paperwork	<input type="checkbox"/> (if claiming Veteran or Disabled Veteran Preference)	
Copy of Degree or Official Transcripts	<input type="checkbox"/> (if claiming Education Preference)	

Please return completed applications with attachments to the Unified Police Department Human Resources Division located at:

3365 S. 900 W.
Room 121
SLC, UT 84119

If you are mailing your application please send it to the following address:

UPD Human Resources
Attn: Lt. Mark Olsen
3365 S. 900 W.
SLC, UT 84119

If you are e-mailing your application, please send it to mbolsen@updsl.org

If you have questions regarding any portion of the hiring process contact:

UPD Human Resources
Lieutenant Mark Olsen
(385) 468-9667
Email: mbolsen@updsl.org