

Please complete the application and attach all copies of certificates or TCLEOSE transcripts you currently hold.

Return to:

1. Mail:

**Luis Villarreal, Police Chief
P.O. Box 310
Abernathy, Texas 79311**

2. Fax:

806-298-4541

3. Email:

policechief@cityofabernathy.org

ABERNATHY POLICE DEPARTMENT
APPLICATION FOR EMPLOYMENT
P.O. BOX 310
ABERNATHY, TX 79311-0310
AN EQUAL OPPORTUNITY EMPLOYER

Instructions: It is important that you answer all questions on this application fully and accurately. Failure to do so may delay its consideration and could mean loss of employment opportunities. If an item does not apply to you, or if there is no information to be given, please write in the letters "NA" for not applicable.

DATE: _____ NAME: _____

ADDRESS: _____

TELEPHONE#: _____ SOCIAL SECURITY#: _____

List names and departments of all relatives already employed by the City of Abernathy:

Have you worked for the City of Abernathy before? No _____ Yes _____

When? _____ What Position? _____

Position applying for now: _____

If hired, when can you start work: _____

Types of work you will accept: Regular ___ Full Time ___ Temporary/Seasonal ___ Part time ___
Shift work ___ Day time ___ Night time ___ Weekend work ___
Reserve Officer ___

Minimum salary requirement per month: _____

Are you a United States citizen: No _____ Yes _____

If not a United States citizen, provide alien number: _____

Driver's License #: _____ State: _____ CDL License: A ___ B ___ C ___

Regular Class C: ___ Exempted A ___ or B ___ License

Endorsements: Double/Triple Trailer ___ Tank ___ HAZMAT ___ Passenger ___

Have you ever had your driver's license suspended: No ___ Yes ___

If yes, explain: _____

Have you ever been convicted of an offense against the law: (You may omit minor traffic violations)

No ___ Yes ___ If yes, give details showing the date, the charge, the place, and the action:

Note: Prior to employment, applicant will be investigated as to convictions for prior criminal offenses. A prior conviction will NOT automatically disqualify an applicant for employment and will be considered only as relates to the job applied for.

Did you graduate from high school or receive a G.E.D. certificate? No _____ Yes _____

Date Name of School City/State Last grade completed

Did you graduate from college? No _____ Yes _____
Number of years completed: _____ Degree Earned: _____

Please list all trade schools, military schooling, business colleges, police training, skills, etc. you have had:

EMPLOYMENT RECORD: Starting with your present or last job, and including your military service assignments, list all jobs you have had since leaving school. This section must be completed despite the possible submission of a resume.

May we contact your present employer? No _____ Yes _____

Employer: _____ Your position: _____

Address _____ Telephone #: _____

Dates employed: From _____ To _____ Name of Supervisor: _____

Describe work performed: _____

Salary: Starting _____ Ending _____

Reason for leaving: _____

.....
Employer: _____ Your position: _____

Address _____ Telephone #: _____

Dates employed: From _____ To _____ Name of Supervisor: _____

Describe work performed: _____

Salary: Starting _____ Ending _____

Reason for leaving: _____
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Address _____ Telephone #: _____

Dates employed: From _____ To _____ Name of Supervisor: _____

Describe work performed: _____

Salary: Starting _____ Ending _____

Reason for leaving: _____
.....

READ CAREFULLY BEFORE SIGNING

I hereby certify that the statements made and answers given by me to the foregoing and following questions are true and correct and that there are no omissions of any kind whatsoever. I agree that any evasion, untruthful statement, answer, or omission shall be sufficient cause for discharge at any time. I agree to submit to physical examination including drug screen, whenever requested by the City of Abernathy by doctor, or doctors designated by the City, either prior to or during the course of employment, subject to the requirements of ADA. I hereby release all doctors, medical personnel, and elected officials from all liability claims and damages in connection to furnishing any information to the City of Abernathy. I hereby request and authorize the companies or persons shown under "Employment Record" or other interested parties, not necessarily named in the foregoing application, to furnish the City of Abernathy any information regarding me, including motor vehicle records, military records, financial status, criminal record, and general reputation, and I hereby release such companies or persons, the City of Abernathy its management and elected official from all liability, claims and damages in connection with the furnishing of such information. I further acknowledge that my employment may be terminated, and any offer of employment if such is made, may be withdrawn with or without cause, at the option of the city or myself. I further acknowledge that the foregoing completed application form does not in any way constitute a contract of employment. In the event I am hired, I understand and agree that my employment with the City of Abernathy will be "at will", and that the City of Abernathy can terminate my employment at any time for any reason or for no reason.

The City of Abernathy is an equal opportunity employer and does not discriminate on the basis of race, creed, color, national origin, gender, religion or disability.

DATE: _____ SIGNATURE: _____

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EQUAL EMPLOYMENT DATA

To the Applicant: The commitment of the City of Abernathy to a policy of equal employment requires that certain information be gathered and maintained for statistical purposes only. Check appropriate blanks. This stub will be detached from the application immediately upon receipt before any review of your qualifications. I will be placed on file separately from all other applicant records and will not be used in deciding who is recommended for employment or any other personnel action.

Date of application: _____ Position applied for: _____

Male: _____ Female: _____ White: _____ Black: _____ Hispanic: _____

American Indian: _____ Asian American: _____

If you have a physical or mental disability, please explain: _____

STATEMENT OF APPLICANT OR LICENSE HOLDER

NAME (LAST, FIRST, MIDDLE INIT.) _____

SOCIAL SECURITY NUMBER _____

DEPARTMENT REQUESTING RECORDS **Abernathy Police Department, P.O. Box 310, Abernathy, TX 79311-0310**

I understand that a report of separation is submitted to the Texas Commission on Law Enforcement Officer Standards and Education each time I resign or am terminated from employment or appointment with a law enforcement agency.

I understand the report of separation must include an explanation of the circumstances of my resignation or termination.

I understand the chief administrator of each law enforcement agency with which I apply for employment or appointment may request the contents of each separation report.

I understand the Texas Commission on Law Enforcement Officer Standards and Education (Commission) is not liable for civil damages for providing information contained in a report of separation concerning the circumstances of my resignation or termination when a written request from a chief administrator and this release is presented to the Commission; and

I understand a law enforcement agency, chief administrator of a law enforcement agency or other law enforcement official is not liable for civil damages for a report made by that agency or person if the report is made in good faith.

I have read and understand the foregoing statements. **I hereby authorize** the Commission to release all employment history (separation) reports concerning my resignation or termination as a peace officer, reserve law enforcement officer, county jailer, or armed public security officer which are on file with the Commission to the above named department requesting records.

Signature of Applicant

WAIVER OF LIABILITY

I expressly waive my right to hold the law enforcement agency, chief administrator of the law enforcement agency, or other enforcement official liable for civil damages for the contents of employment history (separation) reports concerning my resignation or termination as a peace officer, reserve law enforcement officer, county jailer, or armed public security officer which are on file with the Commission, if the law enforcement agency, chief administrator of the law enforcement agency, or other law enforcement official made the report in good faith; and

I expressly waive my right to hold a law enforcement agency, chief administrator of a law enforcement agency, or other law enforcement official liable for civil damages for any action based on information contained in my employment history (separation) records concerning the circumstance of my resignation or termination from prior employment or appointment with a law enforcement agency.

Signature of Applicant

SWORN TO AND SUBSCRIBED BEFORE ME ON THIS THE _____ DAY OF _____, _____

Notary (Print or Type)

NOTARY SEAL OR STAMP

Signature of Notary

Notary Commission Expires

P.O. Box 310
79311

Luis Villarreal
Chief of Police

ABERNATHY
POLICE DEPARTMENT
Abernathy, Texas
"In the Palm of the Plains"

Area Code 806
298-2545

Fax 806
298-4541

AUTHORIZATION FOR THE RELEASE OF INFORMATION AND WAIVER

APPLICANT'S NAME

D.L. # & STATE

KNOW ALL MEN BY THESE PRESENTS:

I, _____ do hereby authorize a review of and full disclosure of all records concerning myself to any duly authorized agent of the Abernathy Police Department, whether the said records are of a public, private, or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of the records of educational institutions; employment and pre-employment records, including background reports, efficiency ratings, complaints or grievances filed by or against me; and the records and recollections of attorneys at law, or other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had an interest, excluding any medical malpractice cases or workers' compensation claims.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for employment by the Abernathy Police Department. I also certify that any person(s) who may furnish such information concerning me shall not be held legally accountable for giving this information in any way; and I do hereby release said person(s) from any and all liability which may be incurred as a result of furnishing such information.

A photocopy of this release form will be valid as an original thereof, even though the said photocopy does not contain an original writing of my signature.

Applicant's Signature

Date of Birth

Address

Social Security Number

City/State/Zip Code

Phone

Subscribed and sworn to before me this _____ day of _____, 20_____

Signature of Notary