



CITY OF WARREN

APPLICATION FOR POLICE OFFICER



Name: Last First Middle

Address: Street Address City State Zip

Telephone Numbers: Daytime Phone Alternate Phone

Email Address:

If you have resided less than three (3) years at the above address prior to filing this application, list previous addresses:

Social Security Number: _____

Other name(s), if any, under which you have worked or attended school:

Are you age 21 or older by January 19, 2024? Yes No

Are you a United States Citizen? Yes No

If yes, check one: Native Born Naturalized

Note: Birth Certificate or Naturalization papers must be submitted with your application.

Do you have a valid driver's license to operate a motor vehicle? Yes No

If yes, driver's license number: _____

Are you a licensed Police Officer or eligible for licensure through MCOLES, or enrolled in an MCOLES approved police academy? Yes No

If yes, expected graduation date (if enrolled in police academy): _____

Note: Conviction of a crime will not necessarily preclude you from being hired.

Have you ever been convicted of a felony? Yes No

Do you have any felony charges pending against you at the present time? Yes No

If yes, please complete the following:

Date: _____ Place: _____

Nature of Offense: _____

U.S. Military Service - Branch of Service: _____

Date of Service: From To Rank/Rating: _____

Principal Assignment: _____

Note: Your original Form DD214 must be submitted with your application to qualify for veteran's preference point.

EDUCATION – (List elementary schools, high schools, then colleges or others):

NAME & LOCATION OF SCHOOL	NO. OF YEARS ATTENDED	MAJOR FIELD OF STUDY	DID YOU GRADUATE?	DEGREE, DIPLOMA OR CERTIFICATE

Note: An Official copy of your college transcripts indicating you have obtained your degree in Criminal Justice or related field must be received by the Warren Police Department, Training Division by January 19, 2024 to receive preference point.

EMPLOYMENT - List all employment for at least fifteen (15) years, and begin by listing your last or present employment first (Use additional sheets if necessary):

EMPLOYMENT DATES		COMPANY NAME, ADDRESS & TELEPHONE NUMBER	WAGE/ SALARY	POSITION	REASON FOR LEAVING
FROM	TO				

CHARACTER REFERENCES – Give three (3), not employers or relatives. At least two (2) of these must have been acquainted with you for more than five (5) years:

NAME	ADDRESS	PHONE & EMAIL	YEARS KNOWN

I hereby certify that the foregoing statements are true to the best of my knowledge. I further authorize investigation and verification of all statements contained in this application for employment and release from all liability and responsibility all persons, companies or corporations supplying such information. I understand such information may include records of disciplinary action assessed by previous employers, and hereby release such parties from any obligation to provide me with written notification of such disclosure. I further understand that any misrepresentation, falsification or omission of pertinent facts is good cause for removal from eligible list or discharge during the probationary period.

Signature: _____

Date: _____

CITY OF WARREN – DEPARTMENT OF HUMAN SERVICES

EQUAL EMPLOYMENT OPPORTUNITY DATA FORM

In accordance with FEDERAL EQUAL EMPLOYMENT OPPORTUNITY GUIDELINE, the City of Warren is required to maintain statistical data pertaining to the sex and race of job applicants. The information obtained from this form is used for statistical purposes only and does not become a part of your application for employment. Please assist us in obtaining this required data by check the appropriate spaces below.

Thank you for your cooperation.

Position applying for: **POLICE OFFICER**

NAME: _____ SEX: FEMALE MALE

ADDRESS: _____
STREET ADDRESS CITY STATE ZIP

ETHNIC GROUP:

- WHITE** (*not of Hispanic origin*) – All persons having origins in any of the original people of Europe, North Africa or the Middle East.
- BLACK** (*not of Hispanic origin*) – All persons having origins in any of the Black racial groups of Africa.
- HISPANIC** – All persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
- ASIAN OR PACIFIC ISLANDERS** – All persons having origins in any of the original people of the Far East, Southeast Asia, the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands and Samoa.
- AMERICAN INDIAN OR ALASKAN NATIVE** – All persons having origins in any of the original people of North America who maintain cultural identification through tribal affiliation or community recognition.
- MULTI-RACIAL** (*having parents of more than one of the board race categories listed above*) – If you select this category please also check the category above which is your predominate race (the race you are most often identified as).

HOW DID YOU BECOME AWARE OF THIS POSITION?

- DETROIT NEWS / DETROIT FREE PRESS NEWSPAPER
- PERSON TOLD YOU
- JOB POSTING (WHERE: _____)
- OTHER (BE SPECIFIC: _____)

SIGNATURE: _____ DATE: _____

**APPLICANTS DO NOT COMPLETE THIS FORM
BUT YOUR SIGNATURE IS REQUIRED
(For Office Use Only)**

CITY OF WARREN – POLICE OFFICER APPLICATION CHECKLIST

ORIGINAL DOCUMENTS TO BE PRESENTED FOR REVIEW
AND MUST BE TURNED IN AT TIME OF APPLICATION:

- COMPLETED Application
- COMPLETED Equal Employment Opportunity Data Form
- ORIGINAL** Driver's License
- ORIGINAL** Social Security Card
- ORIGINAL** Birth Certificate/Proof of U.S. Citizenship
- ORIGINAL** Photograph (*will not be returned*) – Print name on back
- ORIGINAL Badge & Police Officer I.D.** (*If a licensed Police Officer*)

< OR >

- ORIGINAL MCOLES CERTIFICATION LETTER** (*If a recent academy graduate*)

REQUIRED TO RECEIVE PREFERENCE POINTS:

- OFFICIAL COLLEGE TRANSCRIPTS** – In order to receive the preference point for education, official sealed transcripts must be received in the Warren Police Department, Training Division in an envelope sealed by the school, or by e-mail from the school to Capt. Paul Houtos, phoutos@warrenpd.org or by fax from the school to (586) 574-4862
- THREE (3) YEARS OF ACTIVE U.S. MILITARY DUTY** with an honorable discharge, verified by a Form DD214. Original DD214 must be presented to receive this point.

I understand that I may turn in an application without all of the documents listed above, but that my application is not complete until all documents are accepted by the City of Warren Police Department, Training Division. I further understand that failure to submit all above required documents **AT THE TIME OF APPLICATION** will result in my application not being considered for this or any other position.

Applicant's Signature

Date

If schedule for an oral board interview, I want to be notified by:

- E-mail: _____

WPD Personnel Receiving Application: _____