Qualifications for Employment Police Officer

- 1. Must be OPOTA certified.
- 2. Must be at least 21 years of age upon appointment.
- 3. Must possess a valid Ohio Driver's License.
- 4. No OVI convictions within the past 5 years.
- 5. No domestic violence convictions.
- 6. No felony convictions.
- 7. Preferred college (not mandatory).
- 8. Must pass physical fitness evaluation.
- 9. Must pass a written examination.
- 10. Must pass a psychological evaluation.
- 11. Must pass an OPOTA certified firearms qualification course of fire.
- 12. Must pass a drug screen.
- 13. Must pass a thorough background investigation.

SPRINGFIELD TOWNSHIP POLICE DEPARTMENT APPLICANT QUESTIONNAIRE INSTRUCTIONS

(READ COMPLETELY BEFORE GOING TO PAGE ONE)

This applicant questionnaire is intended to help gather information as we investigate you for possible appointment to the Springfield Township Police Department. You must complete all parts of this questionnaire. If any part does not apply to you, mark the blank "N/A".

You must also sign the release forms at the end of the questionnaire. We will use these waivers as we request information or confirmation of facts from various sources given by you throughout this questionnaire.

If you do not have enough room in the spaces provided, use the back of each page and mark OVER at the bottom of the front of the page.

Attach a copy of the following:

- 1. Driver's License
- 2. Social Security Card
- 3. DD Form 214 (when applicable)
- 4. Selective Service Registration Card
- 5. Birth Certificate
- 6. College Transcripts
- 7. High School Transcript
- 8. Income Tax Forms for last year (City, State, and Federal)
- 9. Name Change Documents

INSTRUCTIONS TO APPLICANT

The information provided in this questionnaire will be used to assist the Springfield Township Police Dept. in determining your qualifications. All information will be considered strictly confidential and will not be disclosed to any unauthorized personnel.

Interviews and a complete background investigation will verify the answers. The intentional omission or falsification of any material fact will give just cause for disqualification of your application from the selection process.

() IF THIS BOX IS CHECKED	you are require	d to make known	to us any crim	ninal record(s)
you have that have been expunged	or legally seale	d, consistent with	Ohio Revised	Code 2953.33

() IF THIS BOX	IS CHECKED	you will undergo	drug testing a	is part of the p	re-employment
evaluation process.	As a condition	of employment y	ou will be sub	ject to further	testing.

I HAVE READ THE ABOVE INSTRUCTIONS AND FULLY UNDERSTAND THEM.

Signature:	Date:
•	

<u>IDENTIFI</u>				
Legal Name	e			
	Last	First		Middle
By what oth	ner names have y	ou been known?		
Address (inc	cluding apartmer	at #, city, state, and zip of	code)	
Telephone r	numberHome_			
Age:				
Date of Birt	h:			
Place of birt	th (City, State, ar	nd County)		
Social Secu	rity Number			
Have you ev	ver used any othe	er Social Security Numb	er?()Yes()No_	
Mother's M	aiden Name			
	S ADDRESSES			
		ou have lived for the pas	st 10 years. Accou	ınt for all
		<u>our present address.</u> Li tinclude Armed Forces	•	
vitii wiloili, i	n anyone. Do no	t include Affiled Polces	addresses of 1.0.	DOXES.
From: mth/yr	To: mth/yr	Address:	With	Whom & Relationship

SPRINGFIELD TOWNSHIP POLICE DEPARTMENT APPLICANT QUESTIONNAIRE

PLEASE PRINT

FAMILY STATUS

Marital Status (circle one): Marr	ied Single	Divorced	Widowed
When and where married:			
Year	City	State	County
Name of present spouse:			
Last		First	Middle
Address of spouse:			
(if different from yours) Street		City	State Zip
Spouse's Employer:			
Shift worked		Phone	
Name(s) and address of former sp 1 2			
Date(s) of divorce(s): 1			
			n:
Names of children by previous m	arriage(s):		
Names of children living with yo	u:		

FAMILY STATUS (CONTINUED)

Mother's name:	home phone	cell
Address:		
Father's name:	home phone	cell
Address:		
Brother/sister name:		
Address:		
Brother/sister name:		
Address:		
Brother/sister name:		
Address:		

SPRINGFIELD TOWNSHIP POLICE DEPARTMENT APPLICANT QUESTIONNAIRE

PLEASE PRINT

DRIVING RECORD

Driver's License No	State:	Exp. Date:			
Have you held a driver's license in any other state in the last 10 years?					
YESNO	if yes, which state(s)?				
In the past 10 years, has your driv	ver's license been suspended	l or revoked?			
YESNO	if yes, when?	_for how long?			
Have you ever been convicted of	driving under the influence	of (DUI, DWI, OMVI)?			
YESNO Explain:					
Below, list all traffic violations, of (fined/jailed) in the last five years	S.				
	type of violation				
Name and location of court Date of conviction					
Date of violationName and location of court					
Date of conviction					
Date of violationtype of violation Name and location of court					
Date of conviction					
Date of violationName and location of court					
Date of conviction					

DRIVING RECORD (CONTINUED)

If any of the violations resulted in an accident, provide a brief description.
1
2
3
Are you required to carry High Risk Insurance (SR22), to comply with the State of Ohio? () Yes () No If yes, give details:
Have you ever been the driver or passenger in a vehicle when someone was killed or injured? () Yes () No If yes, explain:
Have you ever been involved in a motor vehicle accident that was not reported? () Yes () No If yes, explain:
Do you currently have automobile insurance? () Yes () No () Full coverage () Liability Name of Carrier
How many points are currently assessed to your driver's license?
How many parking tickets have you received in the past year?

SPRINGFIELD TOWNSHIP POLICE DEPARTMENT APPLICANT QUESTIONNAIRE

PLEASE PRINT

FINANCIAL RECORD

The following questions regard your finances. All "YES" answers MUST be explained on the back of this page. Circle either YES or NO.

Have you, your spouse, or ex-spouse ever had wages attached or garnished?	YES	NO
Have you, your spouse, or ex-spouse ever been a party to a small claim or court action?	YES	NO
Do you, your spouse, or ex-spouse have any immediate civil action pending against you?	YES	NO
Have you, your spouse, or ex-spouse ever had a judgment rendered against you?	YES	NO
Have you, your spouse, or ex-spouse ever filed bankruptcy or been declared bankrupt?	YES	NO
Have you ever been refused an automobile or homeowner's insurance policy?	YES	NO
Have you ever had an insurance policy cancelled?	YES	NO
Have you ever been refused credit?	YES	NO
Have you ever had any property repossessed?	YES	NO
Are there any creditors currently looking for you? If yes, specify	YES	NO
Are you a co-signer on any loans at this time? If yes, specify	YES	NO
Have you ever been in court reference any debt?	YES	NO
Have you ever written a bad check? (NSF, Closed Account, Stolen Instrument If yes, explain:	nt) YES	NO

FINANCIAL RECORD (CONTINUED)

F	Iave you ever been bonded?		YES	NO	
Н	ave you ever had a bond refused?		YES	NO	
Pı	resent indebtedness involving your, your sp	pouse, or ex-spouse(s).			
1.	Debtor:	for what?			
	address:	phone number			
	date incurred:	original amount:			
	amount due:	monthy payment:			_
2.	Debtor:	for what?			
	address:				
	date incurred:				
	amount due:				
3.	Debtor:	for what?			
	address:				
	date incurred:	original amount:			
	amount due:	monthy payment:			
4.	Debtor:	for what?			
	address:	phone number			_
	date incurred:				
	amount due:				
5.	Debtor:	for what?			
	address:				
	date incurred:				
	amount due:				

MILITARY RECORD

1.	Have you ever served in any branch of the military for this or any other country? () Yes () No Branch			
2.	Military Serial Number	Highest Rank		
3.	Reserve Status: () Ready () Stand By () None			
1.	Military active duty dates: From	to		
5.	Type of discharge received: () Honorable () Disho () Bad Conduct () Honorable Conditions () Undo () Other: Medical, Reduction in Force, Hardship, Er	esirable		
5.	Are you eligible to re-enlist? () Yes () No			
7.	Were you released from service as "unsuitable"? ()	Yes () No		
3.	Were you ever Court Martialed, tried on charges, sub Court, Captain's Mast, Company Punishment or any member of the Armed Forces? () Yes () No. If ye explain:	other disciplinary action while a es,		
€.	Are you or have you ever been a member of the Unite National Guard? () Yes () No. Unit & Location:			
10.	List any and all disciplinary action taken against you Explain:			

EDUCATION

Highest Degree earned (circle one): High Scho	ool Associate Bachelor M	Master's
High School attended:			
Did you graduate? YES	NO Year o	f graduation	
If no, did you complete a	G.E.D.? YES	If yes, when?	
Colleges/Universities/Tr	ade Schools		
1			
School Name	Location	Yrs. Attended	Degree
2			
School Name	Location	Yrs. Attended	Degree
3			
School Name	Location	Yrs. Attended	Degree
EMPLOYMENT REC	<u>ORD</u>		
May we contact your pre	sent employer withou	t jeopardizing your employment? Y	ES NO
If no, may we contact yo	ur employer at a later	date to verify your employment? Y	ES NO
PRESENT Employer	··	dates employed:	
		phone:	
Position/Title:		work hrs.:	
Name of Immediate	Supervisor:		

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SPRINGFIELD TOWNSHIP POLICE DEPARTMENT APPLICANT QUESTIONNAIRE

PLEASE PRINT

EMPLOYMENT RECORD (CONTINUED)

2.	Previous Employer:	dates employed:	
	Reason for Leaving:		
	Address:	phone:	
	Position/Title:		
	Name of Immediate Supervisor:		
3.	Previous Employer:	dates employed:	
	Reason for Leaving:		
	Address:	phone:	
	Position/Title:		
	Name of Immediate Supervisor:		
4.	Previous Employer:	dates employed:	
	Reason for Leaving:		
	Address:	phone:	
	Position/Title:		
	Name of Immediate Supervisor:		
5.	Previous Employer:	dates employed:	
	Reason for Leaving:		
	Address:	phone:	
	Position/Title:		
	Name of Immediate Supervisor:		
6.	Previous Employer:	dates employed:	
	Reason for Leaving:		
	Address:	phone:	
	Position/Title:		
	Name of Immediate Supervisor:		

EMPLOYMENT RECORD (CONTINUED)

Have you ever submitted an employment application with any other government agency? YES NO		
If yes,, where, when, and where at are you in the process?		
If previously employed by any other police department(s) or law enforcement agency(s), why did you leave?		
In the last 12 months, how many times did you come to work more that 15 minutes late without authorizaton?		
In the last 12 months, how may days of work did you miss, not including paid time off?		
When was the last time a supervisor had to talk to you about your tardiness, absenteeism or job performance?		
In the last 3 years, did you receive any written warnings or disciplinary action(s) from any of your employers? YES NO If yes, list employer name and explain:		
Have you ever been fired, terminated, or forced to resign from any job for any reason? YES NO If yes, explain giving name and address of that employer with date and reason:		

EMPLOYMENT RECORD (CONTINUED

CRIMINAL

Are you currently under indictment for a criminal offense? () Yes () No If yes, explain:				
	Have you ever been placed on or served in a criminal diversion program that led to the ismissal of charges? () Yes () No If yes, explain:			
Have you ever been placed on Probation If yes, explain:) No		
Have you or a member of your family or anyone else you have lived with, ever been the victim of a crime? () Yes () No. If yes, list: Date Name & Relationship Type of Crime Police Agency Details				
2 W 2 (WING OF TROMING OF THE PROPERTY OF THE	1) 50 01 011110	<u>r once rigeney</u>		
Has any member of your immediate family (spouse, children, parents, brother, sister) ever been convicted of a felony? () Yes () No. If yes, list: Date Name & Relationship Type of Crime Police Agency Details				
*	· · · · · · · · · · · · · · · · · · ·			
Have you ever been convicted of a Misdemeanor or Felony? () Yes () No If yes, explain:				
Have you ever committed a Felony or Misdemeanor? () Yes () No If yes, explain:				
Have you ever been convicted of a Misdemeanor which had been reduced from an original Felony? () Yes () No If yes, explain:				

CRIMINAL (CONTINUED)

Have you	ever been reported	l as a missing person or run	away () Yes () No If yes, list:	
Date	Location	Police Agency	Details	
			erson's property without their n:	
Age) Yes () No. If yes, list inc Location	Item(s) Taken	
Have you	ever stolen in circ	umstances other than shopli	ifting?() Yes() No If yes, exp	lain:
•	_	d anything knowing it to ha	ave been stolen? () Yes () No I	f yes,
			paperwork or ringing it up throu	
•	•	-	of employment? () Yes () No I	f yes.
•		n employer or co-worker? (Yes () No If yes,	

CRIMINAL (CONTINUED)

Have you ever been questioned about missing money or merchandise? () Yes () No If yes, explain:
Have you ever been specifically accused of stealing? () Yes () No If yes, explain:
What is the most valuable item of merchandise you have taken from a place of employment?
Have you ever borrowed money from an employer without his knowledge and then failed to pay it back? () Yes () No Amount?
What is the most serious thing you have done, which would be considered illegal for which you were not caught?
Have you ever carried a concealed weapon? () Yes () No () If yes, last time?Type of Weapon
Have you ever falsified an insurance claim for personal gain? () Yes () No If yes, Explain:
CIVIL HISTORY Have you ever been sued by anyone in Common Pleas, Municipal or Small Claims Court? () Yes () No If yes explain Date Court Other Party Involved Who Lost Case Amount

Initials

CIVIL HISTORY (CONTINUED)

Do you have any civil actions pending against you	? () Yes () No If yes, explain:
Have you ever failed to file or pay required Municion other taxes? () Yes () No If yes, explain:	
Have you ever had your wages garnished? () Yes	() No If yes, explain:
Is there a lien against any personal property or real If yes, explain:	
DRUG HISTORY What is the largest amount of money you've spent Amount?Drug purchased?	
Have you ever misused any prescription drug? () and what drug?	Yes () No If yes, when was the last time
Have you ever used Marijuana? () Yes () No If y When was last time-age?Tota	
Have you ever used any other drugs? (LSD, Cocair Oxycontin, Ecstasy, Bath Salts, Performance Enha to be illegal when misused under State of Federal I	ncing Drugs or any Synthetic drug deemed
Drug Used 1st Time/Age	Last Time/Age Total Uses_

DRUG HISTORY (CONTINUED)

Do you know and/or associate with any drug users? () Yes () No Who and relationship?
Do you have any drugs in your possession at this time? () Yes () No If yes, explain:
When is the last time you operated a motor vehicle while using drugs?
Have you ever sold any type of narcotic or street drug? () Yes () No If yes, What did you sell?
How many times have you sold?How much profit did you make?
ALCOHOL HISTORY
What do you like to drink in the way of alcohol?
In an average 7 day week, how much do you drink?
When was the last time you drank on the job?
When was the last time you worked under the influence of alcohol?
How many days of work have you missed due to alcohol use?
Have you ever been stopped by the police due to alcohol use? If so, explain
How many times over the past two years, have you driven under the influence of alcohol?
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SPRINGFIELD TOWNSHIP POLICE DEPARTMENT APPLICANT QUESTIONNAIRE

PLEASE PRINT

REFERENCES

	st persons th nployers.	at you have known for at least one year. Do not list rela	tives or former
1.	Name:	home phone	cell
		how long kno	
2.	Name:	home phone	cell
	Address:	how long kno	wn?
3.	Name:	home phone	cell
		how long known	
4.	Name:	home phone	cell
	Address:	how long kno	wn?
		NFORMATION been asked to take a polygraph test or voice analyzer test	st?()Yes()No?
	•	ison:	
На	ave you ever	taken a polygraph test or voice stress test? () Yes () N	
V	Where and wh	nen was it given?	
На	ave you ever	contemplated or attempted suicide? () Yes () No If ye	es, explain:
На	ave you ever	seriously considered killing another person? () Yes ()	No

GENERAL INFORMATION (CONTINUED)

Have you ever caused the death of another person? () Yes () No If yes, explain:			
Have you ever seriously injured another person? () Yes () No If yes, explain:			
Have the police ever come to your home for any reason? () Yes () No If yes, explain:			
When was the last time you were in a fight?Reason for fight? Any weapons involved?Any injuries?			
Have you ever sued anyone? () Yes () No If yes, give details			
Have you ever been fingerprinted? () Yes () No When?Why?			
As a juvenile, what was the most serious thing you did, for which you were not caught?			
As an adult, what was the most serious thing you did, for which you were not caught?			
Who raised you?			
Who have you lived with in the past 12 months?			
What is the worst thing that ever happened to you?			
Do you have any personal prejudices against any ethnic group, any religion, minority group, handicapped persons or any institution?			
How often to you lose your temper?			
Have you ever been associated with or a member of any gang? () Yes () No If yes, give details:			

GENERAL INFORMATION (CONTINUED)

Other than a driver's license, do you possess any permit or license issued by a unit of the government? () Yes () No If yes, explain:
Have you ever participated in some form of gambling during your lifetime? (track, casino, lottery, sports bets)? () Yes () No If yes, what form of gambling do you enjoy doing?
When was the last time you did any gambling?
How often do you gamble?
What was the most amount of money you ever won gambling?
What was the most amount of money you ever lost gambling?
Have you ever missed work due to gambling? () Yes () No If yes, for whom were you employed and how much work did you miss?
Have you ever taken bets on a regular basis? () Yes () No If yes, explain:
Have you ever been in trouble with the law due to gambling () Yes () No If yes, explain:
Have you ever forced a male/female to have sex with you? () Yes () No If yes, explain:
Have you ever made been involved in any sexual communication on the Internet? () Yes () No If yes, explain:

Initials

GENERAL INFORMATION (CONTINUED)

Hav you ever called a 900 sex telephone number? () Yes () No If yes, when was the last time?How many time?
Have you ever purposely exposed yourself to anyone? (Mooning, streaking, flashing) () Yes () No If yes, explain:
Have you ever had any sexual thoughts about children? () Yes () No If yes, explain:
Have you ever viewed Child Pornography on the internet, in magazines or on video recordings? () Yes () No If yes, explain:
Have you ever sexually molested a child? () Yes () No. If yes, explain:
ACTIVITIES, HOBBIES, SKILLS, FOREIGN LANGUAGES List all organizations, societies, clubs, unions, and fraternities of which you are now or have been a member:
Describe any specialized training, experience, qualifications, or skills (e.g. foreign languages, typing w.p.m., etc.), which you feel will enhance your suitability for the position applied:

Initials

SOCIAL MEDIA	
Do you have a Facebook Page? YES NO If yes, Name on Page Do you have a Twitter Page? YES NO If yes, Name on Page: Do you have an Instagram Page? YES NO If yes, Name on P	.
<u>COMMENTS</u>	
Use this space to state any additional information or explanati us in this investigation:	
<u>CERTIFICATION</u>	
By signing below, I certify that all of my answers in this quest agree to the verification of all of my statements and answers in hiring decision is made. I authorize investigation of my past of any investigation into my criminal history, credit, and character	n this questionnaire before any employment history, as well as
I understand that part of the hiring process may include additional background check, physical examination, psychological, and	-
I understand and agree that any false, misleading, or incomplet questionnaire, interview(s), or other pre-employment question regardless of when discovered by the Springfield Township Posufficient basis for my disqualification for employment, or if a my employment with the Springfield township Police Department Springfield Township Police Department shall not be liable in or my employment is terminated as a result of providing such incomplete information.	nnaires and procedures, colice Department, will be employed, the termination of ment. I agree that the any respect, if I am not hired
I hereby acknowledge that I have read and understand all of the terms therein.	ne information above, and agree
Signature	Date





SPRINGFIELD TOWNSHIP POLICE DEPARTMENT 2465 CANFIELD ROAD AKRON, OH 44312

RELEASE AND AUTHORIZATION

In relation to my application for employment with the Springfield Township Police Department, Summit County, Ohio, I fully understand the sensitive nature of this position and I recognize the necessity for a thorough investigation into my background. It is my specific intent to provide access to information, however personal or confidential it may appear to be.

In view of this need, I hereby authorize and direct you to release all information as hereafter described by any individual, partnership, corporation or any other entity, including governmental entities. I expressly waive any claim or right of action against any party as a result of the release of the information as hereafter described, regardless of any agreement I may have made with you previously to the contrary. The Springfield Township Police Department may discontinue processing my application if you refuse to disclose the information.

This release and authorization shall include all of the following information:

- 1. Any information concerning my personal or employment history, to include, but not limited to, any background investigation information, psychological evaluation, or polygraph test results. Personal recollections and information about my character, personality or suitability for the job for which I have applied that are written, oral or electronic.
- 2. Any information concerning criminal or traffic matters including, but not limited to, arrest, conviction, plea agreements, and reports where I may have been a suspect, but never formally had criminal charges brought against me.
- 3. Undeleted DD-Form 214, Certificate of Release or Discharge from Active Duty, including, but not limited to, the re-enlistment code (RE), the type and reason for release or discharge and any charges, arrests or convictions which arose through the military criminal justice system.

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

Print Name	Signature		Date
COUNTY OF		STATE OF _	
SWORN AND SUBSCRIBED IN MY THISDAY OF			
 Notary Public	SEAL	Commission Expi	ration Date

Springfield Township Police Dept. Physical Fitness Testing

Name	Date			
D.O.B	Weight			
	Score	Result		
1.5 Mile Run (12 min. 18 sec)	(Male 20-29 years of age)	_ Pass-Fail		
Sit-ups 40		Pass-Fail		
Push-ups 33		Pass-Fail		
	(Male 30-39 years of age)			
1.5 Mile Run (12 min. 51 sec.)		Pass-Fail		
Sit-ups 36		Pass-Fail		
Push-ups 27		Pass-Fail		
	(Male 40-49 years of age)			
1.5 Mile Run (13 min. 53 sec.)		Pass-Fail		
Sit-ups 31		Pass-Fail		
Push-ups 20		_ Pass-Fail		
	0.5.1. 50.50 C			
1.5 Mile Run (14 min. 55 sec.)	(Male 50-59 years of age)	Pass-Fail		
Sit-ups 26		Pass-Fail		
Push-ups 15 *Requirement may be waiv provide proof.	ed if passed successfully @ academy v	Pass-Fail vithin past 3 months. Must		

Springfield Township Police Dept. Physical Fitness Testing

Name	neDate		
D.O.B.	Weight		
	Score	Result	
1.5 Mile Run (14 min. 55 sec.)	(Female 20-29 years of age)	Pass-Fail	
Sit-ups 35		Pass-Fail	
Push-ups 18		Pass-Fail	
	(Female 30-39 years of age)		
1.5 Mile Run (15 min. 26 sec.)		Pass-Fail	
Sit-ups 27		Pass-Fail	
Push-ups 13		Pass-Fail	
	(Female 40-49 years of age)		
1.5 Mile Run (16 min. 27 sec.)		Pass-Fail	
Sit-ups 22		Pass-Fail	
Push-ups 11		Pass-Fail	
	(Female 50-59 years of age)		
1.5 Mile Run (17 min. 24 sec.)		Pass-Fail	
Sit-ups 17		Pass-Fail	
Push-ups 5 *Requirement may be wa provide proof.	ived if passed successfully @ academy with	Pass-Fail thin past 3 months. Must	