



The City of Johns Creek Police Department

Application for Employment
11360 Lakefield Drive, Johns Creek, Georgia 30097
Telephone: 678.512.3200

The City of Johns Creek is an equal opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, gender, sexual orientation, ethnic origin, national origin, marital or veteran status, citizenship, age or disability.

Instructions: You must complete this application in addition to your earlier online submission of a pre-employment questionnaire and resume to be considered for employment with the Johns Creek Police Department. Type or print in ink. Please answer all questions completely and accurately. If more space is needed, attach additional sheets referring to an applicable section of the application.

Position(s) Desired: _____

Name: _____ (Last, First, Middle) Last Four Digits of SSN: _____

Address: _____ (Street, Apt. #) _____ (City, State, Zip Code)

Home Telephone: _____ Alternate Telephone: _____

Email Address: _____ Other Telephone: _____

Please answer the following questions:

List any other names under which you have worked, applied for work, or attended school: _____

Employment desired: Full-Time Only Part-Time Only Full- or Part-Time

If you are not available for work now, enter the earliest date you could begin work (mo./day/yr.): _____

If offered employment, will you be able to provide proof of identity/authorization to work in the U.S.? Yes No

Languages Spoken (other than English): _____

EDUCATION:

Name of High School:		Address : (City, State, Zip)		Did You Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If you did not graduate from high school, do you have a G.E.D. equivalent? <input type="checkbox"/> Yes <input type="checkbox"/> No Date received: _____				Is the G.E.D.: <input type="checkbox"/> Military or <input type="checkbox"/> Civilian		
College/University Name Address (City, State, Zip)	Dates Attended (Mo/Yr)		Credit Hours Earned		Did You Graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of Degree
	From	To	Qtr.	Sem.		
					<input type="checkbox"/> Yes <input type="checkbox"/> No	
					<input type="checkbox"/> Yes <input type="checkbox"/> No	
					<input type="checkbox"/> Yes <input type="checkbox"/> No	

Business, Trade, Technical Schools and other Training	Dates Attended (Mo/Yr)		Hours Per Week	Certificates Received	Subject Taken
	From	To			

Give the name of any profession (Engineering, Law, etc.) which you are licensed to practice.	Date Issued/Date Expires	Issuing Agency	License Number

Have you ever applied or worked with any law enforcement agencies? Yes No
If yes, please provide the following:

1. Agency and/or Department:		
Address:		
Date Applied:	Position Applied for:	Status:

2. Agency and/or Department:		
Address:		
Date Applied:	Position Applied for:	Status:

3. Agency and/or Department:		
Address:		
Date Applied:	Position Applied for:	Status:

1. Do you own a business or are you a partner or corporate officer in any business or organization not listed previously as a current or former employer? Yes No

If yes, please provide name and address of business, corporate or organization and describe your relationship or position:

2. Have you ever performed paid or unpaid services for a law enforcement agency not listed as an employer to include extra duty details and auxiliary? Yes No

If yes, please provide name and address of business, corporation, or organization and describe your relationship or position:

3. Have you or your spouse ever been a plaintiff or defendant in a court action? Yes No

4. Have you ever been detained by any law enforcement officer for investigation purposes **OR** have you ever been the subject of **OR** a suspect in any criminal investigation? Yes No

If yes, please provide details:

5. Have you ever been fingerprinted for any reason (arrest, job application, military, etc.)? Yes No

If yes, please provide details:

PERSONAL REFERENCES

Personal References: Give three (3) references (not relatives, former or present employer, fellow employees or school teachers) who are responsible adults of reputable standing in their communities, such as property owners, business or professional men or women, who have known you well for the past five (5) years. If retired, give former occupation. Provide complete mailing addresses and telephone phone numbers.

Complete Name:	Relationship:
Home Address:	Home Phone:
Business Address:	Business Phone:
Occupation:	# of Years Acquainted:

Complete Name:	Relationship:
Home Address:	Home Phone:
Business Address:	Business Phone:
Occupation:	# of Years Acquainted:

Complete Name:	Relationship:
Home Address:	Home Phone:
Business Address:	Business Phone:
Occupation:	# of Years Acquainted:

NOTE: If you require special accommodations for testing, interviewing or any portion of the application or employment process, please contact the City of Johns Creek Human Resources Department at HR@johnscreekga.gov or 678.512.3200. Any request for special accommodations should be made, if at all possible, at the time your appointment is scheduled. If any accommodation is requested, the applicant must provide verification from an appropriate professional.

APPLICATION STATEMENT

Please indicate that you have read and understand each paragraph of the Applicant's statement by placing your initials at the end of each paragraph.

I certify that both my online resume submission and this this application were completed by me and that all entries and information provided are TRUE and COMPLETE to the best of my knowledge. I understand that false, misleading or omitted information in my online submission, resume, application may result in the rejection of my application, the revocation of an offer of employment, or discharge. _____

I authorize investigation of all statements contained in my online submission, resume and this application as may be necessary in arriving at an employment decision. I understand that an investigation may be made and information may be obtained through interviews with personal references and past employers, through a credit check, a criminal history check and/or a driver's record check. This inquiry may include information as to, among other things, my character, general reputation and personal characteristics, as well as information about my work performance and workplace conduct. I consent to this investigation and to the consideration of any statements of references, former employers or others that are given in response to the inquiry. If the City of Johns Creek decides to obtain a consumer credit report, I understand that the City of Johns Creek will provide, at my request, the name and address of the reporting agency so I may obtain from such reporting agency the nature and substance of information contained in such report. _____

I hereby release all parties, including but not limited to the City of Johns Creek personal references and previous employers, from liability for any injury or damage that may result from their furnishing information concerning me or any action the City of Johns Creek takes on the basis of such information. _____

I understand that, if I am offered a job, as a condition of beginning my employment, I will be required to undergo a physical pre-employment, alcohol and drug test, a polygraph examination, and a psychological evaluation. I understand that failure to pass all portions of these tests will result in the withdrawal of the employment offer. _____

I understand that, according to federal law, all individuals who are hired must, as a condition of employment, produce certain documentation to verify their identity and United States citizen status or, if aliens, their legal authorization to work in the United States. As a consequence, I understand that any offer of employment to me is contingent upon my ability to produce the required documentation within the time period required by law. _____

I understand that this application is not, and is not intended to be, a contract of employment and that any resulting employment is for no fixed period of time and is terminable at any time and for any reason by me or by the City of Johns Creek. I further understand that statements which may be contained in policies, practices, handbooks or other material do not create any guarantee of employment and that the City of Johns Creek has the right to modify, amend or terminate policies, practices, benefits plans or other programs within the limits and requirements imposed by law. I understand that no representative of the City of Johns Creek, other than the City Manager or Chief of Police, has the authority to enter into any agreement for any specific period of time or to make any agreement contrary to the foregoing and that any such agreement must be in writing to be binding. _____

I understand that, upon employment, I will sign an agreement relating to confidential information, if required. _____

I certify that I am not bound by any employment contract or non-competition agreement that would be breached by any employment that might be offered to me by the City of Johns Creek, nor am I in possession of nor will I at any time reveal to the City of Johns Creek, under any circumstances, any proprietary or confidential information that is the subject of any contract, non-disclosure agreement or prior work relationship involving any other person or entity. _____

Signature of Applicant

Date

YOUR RESUME WILL BE CONSIDERED ACTIVE FOR ONE (1) YEAR FROM THE DATE OF SUBMISSION ONLINE.