

**POLICE DEPARTMENT**  
**Valley Township**

890 West Lincoln Highway - Coatesville - Pennsylvania - 19320  
www.valleytownship.org 610-384-8133

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**Application for Police Officer**

Applicant's Full Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant's Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Applicant's Phone Number(s): H \_\_\_\_\_ C \_\_\_\_\_

Applicant's Social Security Number: \_\_\_\_\_ Email: \_\_\_\_\_

1. Please indicate your highest level of education attained to date. You will be required to provide official transcripts to support your answer with your application.

- A. I do not have a High School Diploma/GED
- B. High School Diploma/GED
- C. At least 60 semester hours of college
- D. Associate's Degree
- E. Bachelor's Degree
- F. Master's Degree or higher

2. Please indicate what college(s) or university(s) you attended:

3. Are you a U.S. Citizen?

- A. Yes
- B. No

4. Have you served in the United States Military and received at least a general (under honorable conditions) discharge?

You will be required to provide proof of honorable service early in the selection process.

- A. Yes
- B. No
- C. Serving on active duty
- D. Currently serving in the Reserves
- E. Currently serving in the National Guard
- F. N/A

5. Have you completed and graduated from an Act 120 Certified Police Academy?

- A. Yes
- B. No
- Attach diploma/transcript

6. Do you have any past law enforcement experience?

- A. Yes
- B. No
- Please list: \_\_\_\_\_

7. Are you bilingual or proficient in a form of communication other than English?

- A. Yes
- B. No
- Please list: \_\_\_\_\_

8. Have you previously applied for employment with the Valley Township Police Department?

- A. Yes
- B. No

9. There are very few automatic grounds for disqualification in our background process. Deliberate misstatements, omissions, or intentionally withholding information will result in your disqualification, regardless of the nature or reason for the misstatement or omission. Are you willing to truthfully and fully answer all questions posed in this application and application process?

- A. Yes
- B. No

10. Are you at least 21 years of age?

A. Yes                      B. No

11. In the last ten years, have you ever illegally experimented with, tried or used any Schedule I drug? Schedule I drugs are defined as drugs with no currently accepted medical use and a high potential for abuse. Some examples of Schedule I drugs are: heroin, lysergic acid diethylamide (LSD), methylenedioxyamphetamine (ecstasy), methaqualone, peyote. This question excludes marijuana.

A. Yes                      B. No

12. Have you ever been the subject of a 302 commitment?

A. Yes                      B. No

13. Do you have a valid Pennsylvania driver's license that is not revoked or under suspension?

A. Yes                      B. No

14. Do you have any pending or imminent criminal charges?

A. Yes                      B. No

15. Are you currently undergoing any court ordered restrictions, such as probation before judgment, protective orders, supervisions, or court ordered treatments or warrants? (excluding traffic violations)

A. Yes                      B. No

16. Have you ever been convicted of a crime?

A. Yes                      B. No

17. Have you ever been charged with a crime regardless of outcome (examples: guilty, not guilty, expunged, probation before judgment, nolle prosequi, dismissed, etc.)?

A. Yes                      B. No

18. Do you drink intoxicating beverages?

A. Yes            B. No

If "Yes": Occasionally \_\_\_\_\_ Moderately \_\_\_\_\_ Frequently \_\_\_\_\_

19. Have you been convicted of driving under the influence (DUI) or driving while intoxicated (DWI)?

A. Yes            B. No

20. Are you currently in default or delinquent on any federal guaranteed student loans, court ordered judgments, or state/federal income taxes?

A. Yes            B. No

21. The Valley Township Police Department has a directive which establishes specific standards for sworn employees of the Department in matters of appearance and dress, as well as proper wearing of equipment. Are you willing to comply with the VTPD grooming standards?

A. Yes            B. No

22. Applicants will be required to undergo and successfully pass a pre-employment drug screening test. Will you comply with this requirement?

A. Yes            B. No

23. Have you undergone a drug screening test in the last 12 months?

A. Yes – Date: \_\_\_\_\_            B. No

24. Applicants are required to successfully complete a medical, psychological and polygraph examination to determine eligibility and suitability for this position. Will you comply with this requirement?

A. Yes            B. No

25. Have you undergone these tests in the last 12 months?

A. Yes – Dates: \_\_\_\_\_, \_\_\_\_\_      B. No

26. In the past 10 years, have you ever used and/or experimented with any other substance, even if legally obtained, for the purpose of obtaining a "high"? Examples of these types of substances are such things as paint, glue, gasoline, or propellants when used as inhalants.

A. Yes                      B. No

27. A police officer may be expected to work irregular duty hours, long shifts, weekends, nights and/or holidays. Are you willing to comply with these duty hours?

A. Yes                      B. No

28. In the past 10 years, have you been involved in the sale, manufacturing, distribution, trafficking, production, transfer, shipping, or receiving of any controlled dangerous substance for individual profit or profit of another individual?

A. Yes                      B. No

29. Have you ever used, tried, or experimented (even once) with marijuana or hashish?

- A. Never used
- B. 1 to 5 times
- C. 6 to 10 times
- D. 11 to 19 times
- E. 20 or more times

**30.** Have you ever used, tried, or experimented (even once) with marijuana or hashish?

- A. No
- B. Yes, more than 10 years ago
- C. Yes, more than 5 years ago but less than 10 years ago
- D. Yes, more than 2 years ago but less than 5 years ago
- E. Yes, within the last 2 years

**31.** List all the addresses you have resided at since 2009. Attach additional pages if needed.

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**32.** List all previous and current employers since 2009 and their contact information. Attach additional pages if needed.

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**33.** List five (5) character references and their contact information:

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34. Please select (A) or (B) to answer the following: I certify that, to the best of my knowledge and belief, all of the information submitted by me in this application, supporting materials and/or information provided in any interview associated with the examination process are true and accurate; that misrepresenting my experience, education, or providing false or fraudulent information may be grounds for not hiring me, disciplinary action, or termination; and that false or fraudulent statements may be punishable by fine or imprisonment (18 U.S.C. 1001).

A.

Yes, I verify that all of my responses to this questionnaire are true and accurate. I accept that if my supporting documentation and/or later steps in the selection process do not support one or more of my responses to the questionnaire that my application may be rated lower and/or I may be removed from consideration.

B.

No, I do not accept this agreement and/or I no longer wish to be considered for this position.

Applicant's Printed Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Date of Application: \_\_\_\_\_

# POLICE DEPARTMENT

## Valley Township

890 West Lincoln Highway - Coatesville - Pennsylvania - 19320  
www.valleytownship.org

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Valley Township Board of Supervisors and the Valley Township Police Department

### AUTHORIZATION TO RELEASE INFORMATION

I, \_\_\_\_\_ (Print name) do hereby authorize and request any individual, corporation, or other entity including but not limited to any city, county, state, federal agency, prior employers, doctors or hospitals, any credit bureau, financial institution, any public or private school, college or educational institution, or any entity having information or files related to me, to furnish any information in their possession under my name to the Valley Township Police Department, their members or agents, pursuant to the processing of my application for appointment as a police officer with the Valley Township Police Department. I agree to hold any source of information blameless for any error in reporting this information. I release all persons whomsoever from any damage on account of furnishing said information.

Applicant Printed Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Witness Printed Name: \_\_\_\_\_

Witness Signature: \_\_\_\_\_

Date: \_\_\_\_\_