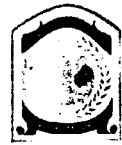




Stuart Thomas
Chief of Police

LITTLE ROCK POLICE DEPARTMENT

**700 WEST MARKHAM
LITTLE ROCK, ARKANSAS 72201-1329**



**(501)-371-4605
Fax (501)-371-4892**

Dear Police Officer Applicant:

Thank you for your interest in pursuing the fulfilling career of a Little Rock Police Officer.

The Little Rock Police Department was founded in the early 1800's and has since established a history of professionalism and dedication to the citizens of this great City. Little Rock Police Officers respond to calls for service involving a variety of interesting and challenging issues including criminal activity and arrests, vehicle crash investigations, traffic violations and many other incidents that give us the opportunity to make a difference in our citizens' lives. The Police Department receives over 450,000 calls for assistance each year, and, therefore, we need a team of dedicated and caring people who have the skills, abilities and desire necessary to tackle the challenge of a law enforcement career.

Little Rock is looking for individuals with integrity who are prepared for the challenge. A law enforcement career is unique among professions and demands commitment, dedication and courage that other officers can rely upon in the midst of critical life and death matters. We have the largest police department in the state and offer the best and most thorough on-site training available to prepare you for the job. Being a Little Rock Police Officer is both rewarding and transforming. You will become a better person and a team player that fellow officers and your community will admire. Join the team today.

Please ensure that you complete all of the documents included in this package. Instructions are provided with each document; please follow them accordingly. Once all of the documents have been completed, place them back into the original envelope (unless these were acquired on-line) and either mail or deliver (during business hours) to the following address:

**City of Little Rock Human Resources Department
500 West Markham, Suite 130W
Little Rock, AR 72201-1428**

If you do not submit a complete packet, you will not be eligible to continue further in the process. Additionally, applicants will not be permitted to test until they have completed the registration and preliminary background process and receive an admittance letter issued from the City of Little Rock Police Department.

Again, I would like to thank you for your time and interest in considering employment as a City of Little Rock Police Officer.

Stuart Thomas
Chief of Police

***LRPD is Internationally Accredited by the Commission on Accreditation for Law Enforcement Agencies
The Little Rock Police Department is an equal opportunity employer***



18071

Applicant's Social Security Number

			-			-				
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If employed in the position for which you have applied, would you be in a direct supervisory relationship (receive supervision or provide supervision) to any relative or member of your household? Yes No

If yes, in the space provided below, list the full name(s) of the relatives(s) and their relationship to you.

Full Name of Relative	Relationship to You	Department

YOU MUST READ AND SIGN THIS BLOCK TO BE CONSIDERED FOR EMPLOYMENT WITH THE CITY OF LITTLE ROCK.

I understand that failure to complete this form accurately and thoroughly may result in disqualification.

I understand that should an investigation disclose misrepresentation or falsification of any information on this form or its attachments, my application may be rejected, my name removed from an eligible register, and if I am already employed, I may be dismissed from City employment, and I may be disqualified from applying for future employment with the CITY OF LITTLE ROCK.

I understand that a medical examination may be required if I am offered employment for the position for which I am applying. I also understand that the position for which I have applied may require a screening test for drugs and alcohol.

I understand that this application, and any other documents I have received in connection with my application, does not constitute a contract of employment either collectively or singularly. I further understand that, should I be selected for employment with the City of Little Rock, the terms and conditions of my employment are governed by the Administrative Personnel Policy and Procedure Manual, and if, applicable, the Rules and Regulations of the Little Rock Civil Service Commission.

I understand that my application for employment once submitted to Human Resources, is subject to disclosure as a public record under the Arkansas Freedom of Information Act upon request by a citizen of the state of Arkansas.

I, for the purpose of determining my acceptability for employment, authorize any of the persons or organizations referenced in this application, application supplement, or resume' to give the City of Little Rock any and all information concerning my previous employment, education, or any other information they might have, personal or otherwise, with regard to any of the subjects covered in these application documents or relevant to this application process. I release all such parties and the City of Little Rock from all liability for any damage that may result from furnishing such information. I authorize the City of Little Rock to request and receive such information. A copy of this authorization shall be deemed as effective as the original and shall be in effect for one year from today's date.

By signing this block of the application, I am certifying that: (1) I understand and acknowledge the pre-employment conditions listed in this section; (2) I authorize relevant information, as addressed in this section, to be provided to the City; (3) My application form and all attachments/supplements contain no false information and are complete, truthful and accurate to the best of my knowledge; and (4) I am in compliance with the Military Selective Service Act.

NAME (Please Print) _____

Signature _____ Date _____

ARE YOU INTERESTED IN TEMPORARY EMPLOYMENT WITH THE CITY OF LR? Yes No

NOTE TO APPLICANTS - Please read carefully!!!

If you have a disability and require reasonable accommodation in the application and/or testing process, please complete a Reasonable Accommodation Request Form. Forms are available and should be returned to the Little Rock Human Resources Department at 500 West Markham, Suite 130W, Little Rock, AR 72201-1428. The request to the Human Resources Department may be in writing, by telephone (501-371-4590), Voice/TDD (501) 371-4405) or in person. To avoid unnecessary delay, please submit your request and documentation of the need for accommodation at least 48 hours in advance of the time the accommodation is needed.



LITTLE ROCK POLICE DEPARTMENT

PRE-INTERVIEW SUPPLEMENT

NAME: _____

Birth Date: _____

Other Legal Names: _____

1. Have you ever been convicted of a felony offense?
Yes No
2. Have you ever been arrested for or convicted of Domestic Abuse?
Yes No
3. Have you ever been the subject of an emergency protective order or restraining order?
Yes No
4. Do you have a current and valid Driver's License?
Yes No
5. Are you between the ages of 20-1/2 and 46 years?
Yes No
(Note: You are not eligible to test for the position of Police Officer if you do not satisfy these age requirements.)
6. Are you currently or will you be a U.S. citizen in the next six months?
Yes No
7. Either as an adult or a juvenile, have you EVER been detained for investigation, held on suspicion, questioned, fingerprinted, arrested, indicted, criminally charged, or convicted of any misdemeanor or felony offense in this state or in any other legal jurisdiction including offenses punishable under the Uniform Code of Military Justice?
Yes No
8. Have you ever used any drug, illegal or prescription, for recreational purposes?
Yes No
9. During the last 12 months, have you used marijuana or do you use marijuana other than on an experimental basis?
Yes No
10. Have you received three or more moving traffic violations in the last three years?
Yes No
11. Have you ever sold, offered for sale, cultivated, manufactured, or purchased any illegal drug?
Yes No
12. Have you received a Dishonorable, Other than Honorable OR Bad Conduct Discharge from the Armed Forces?
Yes No
13. Are you now, or have you ever been, a member or associate of a criminal enterprise, street gang or any other group that advocates violence against individuals because of their race, religion, political affiliation, ethnic origin, nationality, gender, sexual preference or disability?
Yes No

14. List three qualities about yourself that you feel would make you a good law enforcement officer?

1. _____

2. _____

3. _____

15. What are your future goals as a police officer for the Little Rock Police Department?

16. How did you become interested in the Little Rock Police Department?

17. List any positive or negative situations that have influenced your decision to become a law enforcement officer.

18. List any additional information or concerns that have not been listed that you feel is pertinent to your background investigation.

APPLICANT CONTACT INFORMATION

FULL NAME (LAST, FIRST, MIDDLE INITIAL)

MAILING ADDRESS (NUMBER, STREET, APARTMENT #)

CITY, STATE, ZIP

(AREA CODE) PHONE NUMBER / (AREA CODE) CELL PHONE NUMBER

EMAIL ADDRESS

I am enclosing a photocopy of my driver's license and Social Security card. *(If you do not have a Social Security card, please enclose a copy of your request for a Social Security Card.)*

I hereby certify that all statements made are true and correct to the best of my knowledge and belief. I understand that any misstatement of material fact may subject me to disqualification, or may disqualify me from continued employment.

APPLICANT SIGNATURE

DATE

CITY OF LITTLE ROCK 2007 POLICE OFFICER APPLICANT SELF- EVALUATION SURVEY

Please consider your responses carefully and mark your answers truthfully. Provided information must be legible and in ink. Please complete both sides.

PLEASE PRINT

Your Full and Complete Legal Name: (Please ensure this matches your name on the employment application.)

Social Security Number: _____

JOB RELATED ACTIVITY	Are you <u>willing</u> to perform activity?		Are you <u>able</u> to perform activity?	
	Yes	No	Yes	No
1. Wear a Police Department uniform.				
2. Work regular and irregular work shifts, weekends and holidays, and to be recalled to work for emergency and non-emergency reasons.				
3. Respond to situations which involve high stress levels and immediate decisions (i.e., critical thinking under duress).				
4. Participate in a physical fitness program after you are employed by the Police Department.				
5. Pass a drug/alcohol screening prior to becoming a Police Officer for the City of Little Rock and random drug testing throughout your police career (if offered employment).*				
6. Serve three years in Patrol after recruit graduation.				

* All applicants for public safety positions (including Police Officer) with the City of Little Rock shall be subject to mandatory testing for the presence of drugs and alcohol.

Explanation of any "no" response to #1 – #5 above: _____

New Police Officers with the City of Little Rock will be provided appropriate equipment, training and practice opportunities before performing the essential (i.e., required) functions listed below:

ESSENTIAL JOB FUNCTIONS	Are you <u>willing</u> to perform function?		Are you <u>able</u> to perform function?	
	Yes	No	Yes	No
1. Reads a posted list of known drug addicts, burglars, con-men, places of suspected criminal activities, etc., in order to recognize situations to which he should be especially attentive.				
2. Inspects equipment (emergency equipment—lights, siren, first-aid equipment, vehicle, communication equipment, etc.).				
3. Writes reports consisting of several short descriptive phrases, sentence fragments or very short sentences (e.g., incident report).				
4. Obtains and analyzes information necessary to provide the basis for making an arrest, including determination of whether a crime was committed, existence of probable cause, and the identity of possible suspects.				

ESSENTIAL JOB FUNCTIONS	Are you <u>willing</u> to perform function?		Are you <u>able</u> to perform function?	
	Yes	No	Yes	No
5. Completes the booking process of a suspect or offender expeditiously while explaining the processing and procedural requirements in a factual manner that the person will be able to understand.				
6. Collects, analyzes, and verifies information obtained from persons in the course of investigating possible or actual criminal activity.				
7. Organizes and presents information based on investigations to prosecuting attorneys, discussing the adequacy of the information, the evidence obtained, and the merits of the case.				
8. Gives information objectively, explaining and describing events in testimony to court regarding the details of the situation at the time of the arrest/citation, referring to personal notes, and answering questions and objections in order to present facts as input to court decision.				
9. Assists motorist in automobile emergencies such as stalled auto, flat tire, etc.				
10. Communicates with persons to obtain complete, accurate, and relevant information and to assess the internal consistency and value of the information obtained.				
11. Makes proper notifications related to a crime incident, describing events and details surrounding all situations encountered where subsequent court proceedings or investigation may take place.				
12. Transports prisoner(s) to station house, hospital, court, and central cell block (following arrest).				
13. Confers with physicians/paramedics regarding medical condition of victims while in custody of officers.				
14. Conducts searches of property and person.				
15. Employs systematic procedures to search persons, vehicles, structures, or areas for contraband, criminal activity, or wanted subject, being aware of the possibility of physical danger and indignity.				
16. Locates, collects, handles, and preserves physical evidence in accordance with search and seizure law and procedures, and rules of evidence.				
17. Protects property recovered during an investigation until it is returned to the owner by placing in property bureau.				
18. Conducts prescribed field tests for drug and alcohol use in a manner which elicits cooperation and required information from involved persons.				
19. Employs techniques for directing and controlling traffic that facilitate vehicle and pedestrian traffic flow and prevents accidents.				
20. Observes residences, parks, playgrounds, and recreation centers for suspicious persons or signs of crimes.				
21. Examines suspicious or potentially dangerous objects (e.g., abandoned vehicles, suspicious packages, abandoned ice boxes, downed high tension wires, etc.) in order to decide what action should be taken.				
22. Determines ability of driver to operate vehicle (taking into account emotional state, physical stature, handicap, old age, or substance abuse).				
23. Refers citizens to appropriate public agencies or services when their requests are not within the scope of police work.				
24. Manages conflicts between neighbors or family members while using discretion in taking formal police action.				
25. Qualifies and/or engages in required practice of operation of firearms and other weapons.				

If you are unwilling to perform any of the above, you may want to reconsider your decision to participate in the exam.

If you are unable to perform any of the functions listed above, please contact Curt Dawson, City of Little Rock Human Resources Department, Employment and Classification Manager. The Human Resources Department address and phone number(s) are on the Handout you have been provided.

Your Signature: _____ Date: _____