

# POLICE OFFICER/RESERVE OFFICER SUPPLEMENTAL APPLICATION

City of Portage  
7900 South Westnedge Avenue  
Portage, MI 49002

**To Applicant:** We appreciate your interest in the City of Portage Public Safety Department and assure you that we are sincerely interested in your qualifications. A clear understanding of your background and work history is necessary and will aid us in our pre-employment assessment. All questions on this supplemental application must be answered. **False or misleading statements, including omissions, will be cause for rejection or dismissal after appointment.**

Application Date: \_\_\_\_\_ Position Applying For: \_\_\_\_\_

## GENERAL INFORMATION

Name: \_\_\_\_\_  
(Last) (First) (Middle)

Present Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Mailing Address: \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Home Phone: \_\_\_\_\_ Cell/Business Phone: \_\_\_\_\_

Do you have in your possession a valid Michigan Driver License or a Michigan Chauffeur License?  
 Yes  No If yes, Driver License Number: \_\_\_\_\_

Have you been convicted of a felony?  Yes  No Expunged? \_\_\_\_\_

Are there any felony charges pending against you?  Yes  No  
If yes to either, where and what charge(s)? \_\_\_\_\_

Do you speak any languages other than English?  Yes  No  
If yes, what? \_\_\_\_\_ Basic/Inter/Advanced/Police Related? \_\_\_\_\_

## EMPLOYMENT INFORMATION

Are you presently employed as a police officer?  Yes  No  
Agency: \_\_\_\_\_ Since (Date): \_\_\_\_\_

Have you ever been employed in one of the following capacities? Please check all that apply.

_____ Full-Time Police Officer	From _____	To _____
_____ Part-Time Police Officer	From _____	To _____
_____ Reserve Officer	From _____	To _____
_____ Corrections Officer	From _____	To _____
_____ Conservation Officer	From _____	To _____
_____ Security Officer	From _____	To _____
_____ Motor Carrier Officer	From _____	To _____
_____ Other Police Related Positions	From _____	To _____

(Including Internships) Please Describe: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

***(OVER →)***

**POLICE OFFICER CERTIFICATION/TRAINING**

Are you presently or will you soon be “certifiable” in the State of Michigan as a Police Officer?  Yes  No

If yes, name of academy or educational institution: \_\_\_\_\_

(Expected) Graduation Date: \_\_\_\_\_

Are you presently certified as a police officer in the State of Michigan?  Yes  No

If lapsed, have you applied to MCOLES for waiver of training?  Yes  No

Are you a certified police officer in another state?  Yes  No What State?: \_\_\_\_\_

If yes, have you applied to MCOLES for waiver of training?  Yes  No

If yes, have you completed and passed the required waiver of training?  Yes  No

**RESERVE OFFICER TRAINING**

If you are applying for Reserve Officer, have you completed any reserve officer training?

Yes  No

If yes, where and when \_\_\_\_\_

**EDUCATION**

Course of Study \_\_\_\_\_ Years Completed \_\_\_\_\_

(Expected) Graduation Date: \_\_\_\_\_

If yes, list degree received: \_\_\_\_\_

**MILITARY EXPERIENCE**

Are you a U.S. Military veteran?  Yes  No If "yes," dates of duty \_\_\_\_\_ to \_\_\_\_\_

Did you receive training in field military police?  Yes  No

Did you attend Officer Candidate School?  Yes  No

Did you pass?  Yes  No

**OTHER QUALIFICATIONS**

List briefly those experiences, skills, training or qualifications which you feel would especially qualify you as a police officer or reserve officer for the City of Portage:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FOR ALL APPLICANTS: CITY OF PORTAGE EMPLOYMENT AGREEMENT**

I authorize my former employers, school authorities and medical authorities to give any information regarding my employment together with any information they may have regarding me whether or not it is on their records. I hereby release them and their company from any damage whatsoever for issuing the same. I hereby certify that all the statements in this application are true and correct and that I agree to all terms and conditions as stated.

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

\_\_\_\_\_  
Date