



Town of Bernalillo

829 Camino Del Pueblo, P.O. Box 638, Bernalillo, New Mexico 87004
Town Hall • (505) 867-3311 • Human Resources • (505) 771-7112

EMPLOYMENT APPLICATION

Position Applied For _____

PERSONAL

NAME (Last) (First) (Middle) Home Telephone

Mailing Address (P.O. Box No., City, State, Zip Code)

Street Address/Location of Residence

Check which following options you would consider

List any Relatives Working for the Town:

☐ Full-time ☐ Part-time ☐ Temporary

Name

Department

Are you legally eligible for employment in the United States

☐ Yes ☐ No

Were you previously employed by the Town of Bernalillo?

☐ Yes ☐ No

Dates:

Do you possess a valid Driver's License? ☐ Yes ☐ No

What state: _____ Type _____ License # _____

On what date would you be available for work?

EDUCATION AND TRAINING

High School Complete Address Graduated: ☐ Yes ☐ No

GED Certificate: ☐ Yes ☐ No

College or University Complete Address Major Degree/Year

Trade School Complete Address Major Degree/Year

Apprentice School Complete Address Subjects Completed: ☐ Yes ☐ No

Year:

List any other education, training, special skills or certificates/licenses that you possess related to this job:

List any machines or equipment that you are qualified and experienced at operating?

List any languages that you fluently: Speak: Read: Write:

REFERENCES

List business/work references known for at least three (3) years who are not related to you

| Name | Title | Address | Telephone | Years Known |
|------|-------|---------|-----------|-------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |

EXPERIENCE - List the last 10 years of work experience beginning with the most recent.

| Name of Employer | | Type of Business | | |
|-----------------------------|----------------|----------------------------------|---|-----------|
| Address | City | State | Zip Code | Telephone |
| Dates Employed From To | Starting Title | Last Title | Was Employment () Full Time () Part Time | |
| Name & Title of Supervisor | | May we contact () Yes () No | Reason for leaving | |
| Brief Description of Duties | | | | |

| Name of Employer | | Type of Business | | |
|-----------------------------|----------------|----------------------------------|---|-----------|
| Address | City | State | Zip Code | Telephone |
| Dates Employed From To | Starting Title | Last Title | Was Employment () Full Time () Part Time | |
| Name & Title of Supervisor | | May we contact () Yes () No | Reason for leaving | |
| Brief Description of Duties | | | | |

| Name of Employer | | Type of Business | | |
|-----------------------------|----------------|----------------------------------|---|-----------|
| Address | City | State | Zip Code | Telephone |
| Dates Employed From To | Starting Title | Last Title | Was Employment () Full Time () Part Time | |
| Name & Title of Supervisor | | May we contact () Yes () No | Reason for leaving | |
| Brief Description of Duties | | | | |

EQUAL OPPORTUNITY EMPLOYER: It is our policy to abide by all Federal, State and City laws prohibiting employment discrimination solely on the basis of a person's race, color, creed, national origin, religion, age, sex, marital status, or physical handicap, except where a reasonable, bona fide occupational qualification exists.

APPLICANT'S CERTIFICATION

Please read carefully before signing. If you have any questions regarding the following statements, please ask for assistance.

I certify that the information contained in this Application is correct and complete to the best of my knowledge and belief. I understand that knowingly making a false statement or omission in this Application may be sufficient cause for rejection of this Application or dismissal after employment. I authorize the Town of Bernalillo to investigate the information contained herein and contact those previous employers I have approved. I release all references, previous employers, schools and individuals from any liability for any damage whatsoever resulting from giving such information. I understand this Application shall become public record to the extent authorized by law.

SIGNATURE _____ DATE _____



**BERNALILLO POLICE DEPARTMENT
739 CAMINO DEL PUEBLO
P.O. Box 638
BERNALILLO, NEW MEXICO 87004**

CONFIDENTIAL INFORMATION AGREEMENT FORM

A thorough investigation is being conducted to determine my qualification for the position of police officer. To a great extent, my selection as an employee and continued future employment with the Bernalillo Police Department will depend upon information obtained in confidential interviews with persons with whom I have been associated; therefore such information is confidential. The background investigation will not be made available to me at any time, now or in the future.

**I HAVE READ AND UNDERSTAND THE ABOVE STATEMENT
AND AGREE TO ITS CONTENTS.**

CANDIDATE'S SIGNATURE

DATE

Subscribed and sworn to before me this _____ day of _____, 20____.

Notary Public

My commission expires: _____.

Police Department

RECRUITING/ SELECTION UNIT ACKNOWLEDGEMENT OF CONFIDENTIALITY WAIVER OF RIGHTS TO APPLICATION INFORMATION

The selection of individuals to serve as police officers in the Bernalillo Police Department is a long and difficult process requiring extensive testing and in-depth background investigation. I understand that information regarding every aspect of my life will become a part of a comprehensive background investigation file to be maintained by the Recruiting / Selection Unit for the purpose of determining my eligibility for the position of police officer.

I hereby acknowledge understanding and agree that all information and materials gathered by the Bernalillo Police Department, either from me or from other sources is and shall remain the sole and exclusive property of the police department, including but not limited to all test instruments, questionnaires, inquiries, acknowledgments, credit reports, and any other documentation which might be found in my background file.

I understand and agree that the Bernalillo Police Department is gathering confidential information regarding me from a number of sources as they have my permission to do as evidence by my signature on their form "Background History / Records Release-Waiver of Liability." I understand that any information gathered regarding my background will be used for employment purposes only and will not be made available to me now or in the future.

I further understand of this fact and agree that any or all information obtained as part of the investigation of my application is considered confidential and will not be released to anyone outside of the Bernalillo Police Department unless I so authorize in writing. The Bernalillo Police Department reserves the right to restrict release of any or all material based on the nature and confidentiality of such material

Candidate's Name (printed): _____

Candidate's Signature: _____

Subscribed and sworn before me the _____ day of _____

Notary Public _____ Commission Expires _____

Police Department

URINALYSIS TEST WAIVER

The Bernalillo Police Department has, as part of the hiring process for the Police Department, a urinalysis test. It is designed to test for traces of drugs in a candidate's system, which would indicate recent use of drugs by the candidate. The test is not optional. You are required to submit to the test, which will be administered and analyzed by trained, qualified personnel. If the test results prove positive for illegal drugs, you will be terminated from the selection process. If you choose not to submit to a urinalysis test, you will be terminated from the selection process.

I, _____, for the purposes of applying for employment with the Bernalillo Police Department and as a part of the selection process to assist the department in determining my qualification as a prospective police officer, do voluntarily and of free will submit to a urinalysis test. I understand that results which indicate recent use of illegal drugs on my part will be sufficient reason for my termination from the selection process. I also understand that refusal to submit to this test will result in my termination from the selection process.

I have read and fully understood contents of this form, and I have been given the opportunity to ask questions to my satisfaction.

_____ I agree to submit to a urinalysis test.

_____ I decline to submit to a urinalysis test.

_____/_____/_____
Candidate's Signature Social Security Number Date

Subscribed and sworn before me this _____ day of _____.

Notary Public _____ Commission Expires _____.



**BERNALILLO POLICE DEPARTMENT
739 CAMINO DEL PUEBLO
P.O. Box 638
BERNALILLO, NEW MEXICO 87004**

TO: _____

FROM: _____
Applicant's Name (Please Print)

I am an applicant for a position with the Bernalillo Police Department. The department needs to thoroughly investigate my employment background and personal history to evaluate my qualifications to hold the position for which I have applied. It is in the public's interest that all relevant information concerning my personal employment history is disclosed to the Bernalillo Police Department.

I hereby authorize Bernalillo Police Department Recruiting / Selection personnel bearing this document to obtain any information in your files pertaining to my employment records and I hereby direct you to release such information upon request to the bearer.

I do hereby authorize a review and full disclosure of all records, or any part thereof, concerning myself, by and to any duly authorized agent of the Recruiting / Selection Section, whether said records are of public, private, or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure. I reiterate and emphasize that the intent of this authorization is to provide full and free access to my background and history of my personal life, for the specific purpose of pursuing a background investigation that may provide pertinent data for the Bernalillo Police Department to consider in determining my suitability for employment of the department. It is my specific intent to provide access to personnel information, however, personal or confidential it may appear to be.

I consent to your release of any and all public and private information that you may have concerning me; my work record; my background and reputation; my military service records; my educational records; my financial status; my criminal history records, including any arrest records, any information contained in investigation files; efficiency ratings, complaints or grievances filed by or against me; the record or recollections of attorneys at law, any counsel, whether representing me or another person in a case, either criminal or civil, in which I presently have, or have had, an interest; attendance records; polygraph examinations; and any internal

affairs investigations and discipline; including any files which are deemed to be confidential, and/or sealed.

I request that you allow employees, including supervisors and coworkers, to be interviewed by the Bernalillo Police Department Recruiting / Selection detectives regarding any aspects of any employment with you or your organization.

I hereby release you, your organization and all others from liability or damages that may result from furnishing the information requested, including its officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of whatever kind, which may at any time result to me, my heirs, family, or associates because of compliance with this authorization and request to release information, or any attempt to comply with such. I direct you to release such information upon request of the duly accredited representative of the Bernalillo Police Department regardless of any agreement I may have made with you previously to the contrary. The law enforcement organization requesting the information pursuant to the release will discontinue processing my application if you refuse to disclose the information requested.

For and in consideration of the Bernalillo Police Department's acceptance and processing of my application for employment, I agree to indemnify and to hold the Town of Bernalillo, its agents and employees harmless from any and all claims and liability associated with my application for employment or in any way connected with the decision whether or not to employ me with the Bernalillo Police Department.

I understand that should information of a serious criminal nature surface as a result of this investigation, such information may be turned over to proper authorities

I understand my rights under Title 5, Uniformed Services Code, Section 553a, the Privacy Act of 1974, with regard to access and to disclosure of records, and I waive those rights with the understanding that information furnished will not be used by the Bernalillo Police Department in conjunction with employment procedures.

I further understand that information furnished will remain confidential and will be for the use of the Bernalillo Police Department personnel, and will not be released to me now or in the future.

I hereby acknowledge understanding and agree that all information and materials gathered by the Bernalillo Police Department, either from me or from other sources is and shall remain the sole and exclusive property of the Bernalillo Police Department, including but not limited to all test instruments, questionnaires, inquiries, acknowledgments, credit reports, and any other document which might be found in my background file.

I further understand and agree that any and all information obtained as part of this investigation of my application is considered confidential, that will be used by the Bernalillo Police Department personnel, and will not be released to anyone outside the Bernalillo Police Department. The Bernalillo Police Department reserved the right to restrict release to anyone

outside the Bernalillo Police Department. The Bernalillo Police Department reserves the right to restrict release of any and all material based on the nature and confidentiality of such material.

A photocopy or FAX copy of this release form will be valid as the original thereof, even though the said photocopy or FAX copy does not contain original writing of my signature. Should there be any question as to the validity of this release, you may contact me at the address listed on this form. I agree to pay any and all charges or fees concerning this request and can be billed for such charges at the address listed on this form.

I agree to indemnify and hold harmless the Town of Bernalillo, the Bernalillo Police Department and the person whom this request is presented and his agents and employees, from and against all claims, losses and expenses, including reasonable attorney's fees, arising out of or by reason of complying or attempting to comply with this request. I acknowledge that the burden of providing my qualifications of such employment is at all times upon me.

Applicant's name: _____
(Please Print)

Social Security # _____

Applicant's Address: _____

Signature: _____ Date ____ / ____ / ____

Subscribed and sworn to me this _____ day of _____, 20____.

Notary Public: _____

Commission Expires: _____

AUTHORIZATION RELEASE

I understand investigative consumer reports may be obtained. I understand these reports will contain information about my background, to include but not limited to criminal history, credit history, driving record, education and prior employment verification. The information may be obtained from Federal, State and Local government agencies.

I authorize any party or its contractors to furnish relevant information regarding myself maintained in their records.

I further authorize ongoing procurement of information when requested.

Print Full Name

- -

Social Security Number

/ /

Date of Birth

Address, City, State, Zip

Applicant's Signature

Date



BERNALILLO POLICE DEPARTMENT

739 Camino del Pueblo, Bernalillo, NM 87004
(505) 771-5872

PRE-EMPLOYMENT/INVESTIGATION QUESTIONNAIRE **PERSONAL HISTORY QUESTIONNAIRE**

READ THE FOLLOWING INSTRUCTIONS CAREFULLY

Complete this form in **BLUE INK ONLY**.

This questionnaire is to be completed by the APPLICANT only. You will need to write a short narrative to **fully** explain each "YES" answer. In your narrative, answer the relevant questions of who, what, when, where, why, how, how often, etc. as each question requires.

All information is subject to verification by use of the *polygraph*, and a comprehensive background investigation. Deliberate inaccuracies, incomplete statements, minimizations, rationalizations, omissions and/or misstatements may result in your disqualification from the selection process or termination from employment if hired.

Any negative factors in your background will be evaluated in terms of circumstances, facts surrounding the occurrence, and its degree of relevance to the job. The Bernalillo Police Department is looking for mature, honest people who can admit their mistakes, and discuss those mistakes openly and honestly. For example, being fired from a job, or having an arrest record is not, in itself, grounds for disqualification in many cases. During your interview, your background investigator will inquire into the facts surrounding the event. An evaluation will be made of the relevance of the facts to the requirements and guidelines of the job. Being dis-honest about a negative factor in your background is enough to disqualify you as an applicant even though the negative factor by itself might not have been considered serious enough to do so. If you think some event in your background is directly or indirectly related to your application, even though it is not specifically listed, disclose it.

Note: The following items MUST accompany this questionnaire:

- A certified copy of State Birth Certificate.
- A certified copy of high school diploma or GED.
- A certified copy of your college transcripts.
- A copy of military DD-214 (long form).
- A copy of high school transcripts (official copy if no diploma).
- An original current credit report of yourself

Pre-Employment Questionnaire Page 1

A. APPLICANT PERSONAL DATA

A. APPLICANT'S FULL NAME: _____

Any other name(s) ever used: _____

List all Social Networking media used and your log on name:

Email Address: _____

Current street address: _____

City/State/Zip Code: _____

Current mailing address: _____

City/State/Zip Code: _____

Home Phone # () _____ Message # () _____

Drivers License # _____ State _____

Social Security Number _____

Date of Birth _____

NM LEA Certification Number _____ Issued Date: _____

(Attach a copy of your NMLEA or equivalent LEO certification if applicable)

B. QUALIFICATIONS (Circle the correct response.)

- | | | |
|---|-----|----|
| 1. Do you currently have a valid driver's license? | YES | NO |
| 2. Are you currently at least 21 years of age? | YES | NO |
| 3. Are you a United States Citizen? | YES | NO |
| 4. Do you have any felony convictions or arrests? | YES | NO |
| 5. Do you have any D.W.I. arrests or citations within the last three years in any jurisdiction? | YES | NO |
| 6. Do you have any misdemeanor arrests or citations within the last three years for any reason in any jurisdiction, excluding parking violations? | YES | NO |
| 7. Did you graduate high school, college/university, or have a GED. | YES | NO |
- (Attach a copy of your high school, college/university, GED Diploma.)

C. LAW ENFORCEMENT EXPERIENCE

- | | | |
|--|-----|----|
| 1. Are you a State of New Mexico certified police officer? | YES | NO |
| 2. Are you applying for a <u>LATERAL ENTRY</u> position? | YES | NO |
| 3. Do you have at least two (2) years of law enforcement experience? | YES | NO |
| 4. Are you currently employed with a law enforcement agency or have you been employed within the past 90 days? | YES | NO |
| 5. Have you ever been a certified law enforcement officer in any state other than New Mexico? | YES | NO |
| 6. Have you ever been certified as a federal law enforcement officer? | YES | NO |
| 7. Have you ever been a military law enforcement officer in any branch of the military service? (Active, Reserve, or National Guard) | YES | NO |
| 8. As a law enforcement officer, have you ever been reprimanded in writing, suspended from duty without pay, relieved from duty with or without pay pending an investigation, been the target of an administrative investigation, demoted, or sued for any reason? | YES | NO |
| 9. Have you ever fired your weapon in the line of duty, other than for practice or on any firing range for qualification purposes? | YES | NO |
| 10. Has your Law Enforcement Certification from this or any other jurisdiction ever been suspended, revoked or sanctioned in any manner? | YES | NO |

If you have answered YES to questions 5 - 10 above please **fully** explain each YES answer on the next page. Attach additional sheets as necessary:

Response to Law Enforcement Experience Questions 5 – 10 only:

Pre-Employment Questionnaire Page 4

D. DO YOU HAVE ANY MILITARY EXPERIENCE?

YES NO

(If yes, complete the following questions and attach copy of DD214:)

What branch of the United States armed forces did you serve?

Were you Active, Inactive, Reserve, or National Guard? _____

Dates of Service: _____

Total time in the military: _____

Date of discharge: _____

What was your military specialty in civilian terms:

Did you ever fail any term or condition of your enlistment for any reason? YES NO

Type of discharge received: (Circle correct one)

HONORABLE GENERAL DISHONORABLE MEDICAL OTHER:

1. While in the military were you ever declared A.W.O.L.? YES NO

2. While in the military did you ever receive any punishment that resulted in a written reprimand, demotion, suspension, reduction in rank, being relieved of duty, loss of pay, or confinement? (This includes such things as Article 15's, Page 11's, Captain Masts, Company punishment, Court Marshal's, written counseling statements, etc...) YES NO

If you have answered YES to either of the above MILITARY EXPERIENCE questions 1 and 2 please **fully** explain each YES answer. Attach additional sheets as necessary:

Response to Military Questions:

E. EVENT HISTORY SECTION

Please answer YES or NO to each of the following questions. Each question is asking if you at anytime, anyplace, anywhere, at any age, for any reason, both in civilian life or military life, domestic or abroad, have you ever committed any of the following acts. It does not matter if the act was detected, undetected, reported, unreported, investigated, discovered, or if anyone was questioned or arrested. The question is simply asking you if you have ever committed this particular act.

It is to your benefit to be honest! Examples refer to things that have occurred other than in the line of duty for the job you were in at that time. **WE DO EXPECT EVERY ONE TO ANSWER ALL THE QUESTIONS HONESTLY.** This section is also designed to measure your reading and comprehension ability, your vocabulary, and your ability to follow written directions correctly. If you have any questions or do not understand any of the following words or ideas, please contact one of the recruiters.

Drug Use and/or Experimentation

Answer each of the following questions truthfully YES or NO. Your drug use and experimentation will be verified by Background Investigation and/or Polygraph Examination. Do not minimize or rationalize the facts. Include any and all use including experimentation, curiosity, peer pressure, and any one time use whether you felt the effects of the substance or not. If you do not know the exact date put down the approximate month and year as best you can recall. Please **fully** explain each YES answer. Attach additional sheets as necessary:

1. **YES** or **NO** MARIJUANA, POT, GRASS, WEED, ETC.
Date FIRST used: _____ LAST used: _____

2. **YES** or **NO** HASH OIL, HASHISH, ETC.
Date FIRST used: _____ LAST used: _____

3. **YES** or **NO** COCAINE, CRACK, ROCK, SNOW, BLOW, ETC.
Date FIRST used: _____ LAST used: _____

4. **YES** or **NO** BARBITURATES, DOWNERS, ETC.
Date FIRST used: _____ LAST used: _____

5. **YES** or **NO** AMPHETAMINES, UPPERS, SPEED, METH, CRANK, WHITE CROSS, ETC.
Date FIRST used: _____ LAST used: _____

6. **YES** or **NO** HEROIN, BLACK TAR HEROIN, HORSE, H, ETC.
Date FIRST used: _____ LAST used: _____

7. **YES** or **NO** LSD, BLOTTER ACID, ANY HALLUCINOGENIC DRUG NOT LISTED
Date FIRST used: _____ LAST used: _____

Drug Use and/or Experimentation (cont.)

8. **YES** or **NO** PCP, ANGEL DUST, ETC.

Date FIRST used: _____ LAST used: _____

9. **YES** or **NO** THC, OPIUM, MORPHINE, ETC.

Date FIRST used: _____ LAST used: _____

10. **YES** or **NO** MUSHROOMS, PEYOTE, ETC.

Date FIRST used: _____ LAST used: _____

11. **YES** or **NO** QUALUDES, ECSTASY, ETC.

Date FIRST used: _____ LAST used: _____

12. **YES** or **NO** STEROIDS, INJECTED OR ORAL

TOTAL NUMBER OF SINGLE INJECTIONS OR PILLS TAKEN, NOT CYCLES

Date FIRST used: _____ LAST used: _____

13. **YES** or **NO** INHALED ANY PAINT, GLUE, SOLVENTS, GASES, ETC.

TYPE USED: _____

Date FIRST used : _____ LAST used: _____

14. **YES** or **NO** POPPERS, AMITYL NITRATE, "RUSH", ETC.

Date FIRST used: _____ LAST used: _____

15. **YES** or **NO** ANY OTHER ILLEGAL SUBSTANCE NOT LISTED

TYPE USED _____

Date FIRST used: _____ LAST used: _____

16. **YES** or **NO** ANY OTHER SUBSTANCE USE FOR RELIGIOUS RITES.

TYPE USED _____

Date FIRST used: _____ LAST used: _____

Response to Drug Questions:

Response to Drug Use and/or Experimentation (cont.):

Drug Use and/or Experimentation (cont.)

16. **YES** or **NO** Ever abused any prescription medication prescribed to you or anyone else for the sole purpose of getting "high" or to experience its effect? Ever abused any over the counter type drugs? Such things as Valium, Xanax, codeine, methadone, dilaudide, Demerol, drinking mouthwash, cologne, etc.

17. **YES** or **NO** Ever purchased any narcotics, illegal drugs, steroids, or marijuana without a doctor's prescription for you or anyone else? (Includes defraying cost or "chipping in.")

18. **YES** or **NO** Ever used any illegal drugs or narcotics on any job or performed your employment duties under the influence of any illegal drug or narcotic?

19. **YES** or **NO** Ever sold any illegal or counterfeit drugs, including marijuana? Sold means received anything of value for it such as a favor, mechanical work, money, goods, sex, travel, etc.

20. **YES** or **NO** Ever manufactured or cultivated any illegal drug or narcotic?

21. **YES** or **NO** Do you currently associate with anyone who uses or possesses any illegal drugs while in your presence?

22. **YES** or **NO** Ever sold or traded anything of value, OTHER THAN MONEY, to purchase any illegal drugs?

Please **fully** explain each YES answer. Attach additional sheets as necessary:

F. Criminal Events

23. **YES** or **NO** Ever been a suspect of a criminal act? Have you been stopped, detained or questioned about your involvement in any crime?

24. **YES** or **NO** Ever been charged or arrested with a crime, either as an adult or juvenile, for any reason, in any jurisdiction?

25. **YES** or **NO** Ever committed burglary; residential, auto, or commercial? (Burglary is to unlawfully enter any building, structure, vehicle, or watercraft to commit any theft or a felony therein.)

26. **YES** or **NO** Ever received or sold any property you knew or suspected may have been stolen?

27. **YES** or **NO** Ever committed any theft, larceny, or shoplifting?

28. **YES** or **NO** Ever committed any homicide or manslaughter, whether voluntary or involuntary?

29. **YES** or **NO** Ever committed any auto theft, including embezzlement or joyriding?

30. **YES** or **NO** Ever forged or manufactured any checks, credit cards, prescriptions with the purpose to defraud or convert anything of value to your own personal use?

31. **YES** or **NO** Ever been accused of committing any act of physical domestic abuse or battery against another person you were having a relationship with, had been in a relationship with? This includes a wife, husband, boyfriend, girlfriend, or significant other. (This includes slap, hit, punch, kick, pinch, shove, push, jab, poke, or other painful/violent physical contact. Whether or not law enforcement intervened.)

32. **YES** or **NO** Ever been named in any ORDER FOR PROTECTION? (If so what jurisdiction.)

33. **YES** or **NO** Ever been named in any RESTRAINING ORDER? (If so what jurisdiction.)

34. **YES** or **NO** Ever been placed into PROTECTIVE CUSTODY for any reason?

35. **YES** or **NO** Ever smuggled any contraband into any jail or correctional facility?

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36. **YES** or **NO** Ever committed any AGGRAVATED ASSAULT OR AGGRAVATED BATTERY? (Aggravated assault or battery is to use any weapon or threaten to use any weapon against any person.)

37. **YES** or **NO** Ever issued any "NO ACCOUNT", "NSF" or worthless checks? (On a closed account or on a false account in your name or any other name.)

38. **YES** or **NO** Ever committed any act of graffiti, vandalism, damage to public or private property, including any automobile?

39. **YES** or **NO** Ever offered or accepted any bribe for any reason?

40. **YES** or **NO** Ever committed any arson or negligent use of fire?

41. **YES** or **NO** Ever eluded a police officer, either on foot or in a vehicle?

42. **YES** or **NO** Ever committed any act of kidnapping, false imprisonment, or custodial interference?

43. **YES** or **NO** Ever counterfeited any money or currency?

44. **YES** or **NO** Ever made any obscene, harassing, threatening, annoying, or intimidating telephone calls or any false bomb threats for any reason?

44. **YES** or **NO** Ever committed any hunting, fishing, or boating violations?

45. **YES** or **NO** Ever carried any deadly weapon into any liquor establishment or on school premises, other than in the line of duty?

46. **YES** or **NO** Ever carried any deadly weapon on your person, or in your vehicle, for your own personal protection?

47. **YES** or **NO** Ever failed to file any Federal and/or State Income Tax for any year in any jurisdiction?

48. **YES** or **NO** Ever been forced to pay back taxes or tax penalties for any reason, whether it was business or personal?

49. **YES** or **NO** Ever shot at any inhabited/uninhabited dwelling, building, vehicle, or at a person, other than in the line of duty?

50. **YES** or **NO** Ever impersonated a police officer, for any reason?

51. **YES** or **NO** Ever committed any act of bombing or mishandling dangerous explosives or any explosive components? (Pipe bombs, etc.)

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52. **YES** or **NO** Ever altered or possessed a false identification? (Includes driver licenses, birth certificate, military identification card, etc.)

53. **YES** or **NO** Ever forged any other person's signature to a Bill of Sale, check or other document?

54. **YES** or **NO** Ever obstructed or refused to obey any police officer?

55. **YES** or **NO** Ever committed any act of perjury, lying under oath, either in writing or orally, at any hearings, criminal case or civil suit?

56. **YES** or **NO** Ever failed to return any rental property such as tapes, CD's, DVD's, tools, equipment, or vehicles?

57. **YES** or **NO** Ever made a false police report or insurance claim for any reason?

58. **YES** or **NO** Ever been the target or subject of any Grand Jury Investigation?

59. **YES** or **NO** Ever knowingly committed any Federal firearms violations? (Includes possessing, purchasing automatic weapons, silencers, armor piercing rounds, etc.)

60. **YES** or **NO** Ever committed any act of sabotage or espionage against the United States of America?

61. **YES** or **NO** Ever committed any act of extortion, blackmail, or mail fraud?

62. **YES** or **NO** Ever altered any vehicle V.I.N. (Vehicle Identification Number) for any reason?

63. **YES** or **NO** Ever falsely obtained any service such as food, utilities, motel, gas, cable TV, without paying for it?

64. **YES** or **NO** Ever illegally fired any firearm (includes a BB, airsoft, paintball, or pellet gun)?

65. **YES** or **NO** Ever obtained welfare benefits, or public assistance benefits, when you were NOT ENTITLED to such benefits including but not limited to unemployment, aid for dependent children, food stamps?

66. **YES** or **NO** Ever aided or concealed any wanted felon from any police agency?

67. **YES** or **NO** Ever caused the death of another, either intentionally or unintentionally?

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68. **YES** or **NO** Ever been named on any ARREST WARRANT? (juvenile, traffic, misdemeanor, felony, federal, parking citations, etc.)

69. **YES** or **NO** Ever been the subject of any SEARCH WARRANT?

70. **YES** or **NO** Ever committed any ROBBERY? (Robbery is the theft from someone using force or threatened use of force.)

71. **YES** or **NO** Ever purposely provided any false information to any police officer such as a false date of birth, false social security number, name, address, phone number, event or crime fact?

72. **YES** or **NO** Have you ever been issued any non-traffic misdemeanor citation for any reason? (Animal Control, Game and Fish, building code, health department, Park Ranger, Tribal Police, Open Space Ranger, etc.)

73. **YES** or **NO** Ever been required to appear before any CHILDREN'S OR JUVENILE COURT as a defendant?

74. **YES** or **NO** Ever committed any act of EMBEZZLEMENT? (Embezzlement is to convert anything entrusted to you to your own use, including money or merchandise.)

75. **YES** or **NO** Ever been placed on SUPERVISED or UNSUPERVISED COURT PROBATION either as an adult or as a juvenile? (Includes doing any community service for any reason, in any state.)

76. **YES** or **NO** Ever been, or currently on PAROLE OR PROBATION for any reason?

77. **YES** or **NO** Ever reported or made a false fire alarm? (includes pulling fire alarm.)

78. **YES** or **NO** Ever tampered with any evidence for any reason, in any type of case?

79. **YES** or **NO** Ever committed any forcible or criminal sex act, other than rape, against another person? (Includes oral copulation, masturbation, sodomy, etc., against someone's will.)

80. **YES** or **NO** Ever committed any act of RAPE OR CRIMINAL SEXUAL CONTACT of another? (any sexual intercourse or fondling by force or by implying use of any weapon.)

81. **YES** or **NO** Ever been a "lookout" or aided in any illegal act or crime?

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82. **YES** or **NO** Ever contributed to the delinquency of any minor by providing any liquor or illegal drugs, or having a sexual encounter? (Minor means anyone under the age of 18.)

83. **YES** or **NO** Ever patronized or procured any prostitute, male or female?

84. **YES** or **NO** Ever committed any act of prostitution? (Performed any sex act for anything of value such as money, goods, favors, food, discounts, drugs, travel, lodging, alcohol, services, etc.)

85. **YES** or **NO** Ever committed any act of indecent exposure, or incest?

86. **YES** or **NO** Ever physically abused or sexually molested any child (a person under the age of 18)?

87. **YES** or **NO** Have you at anytime, anywhere, for any reason, physically or sexually abused or molested any mentally, physically handicapped, or elderly person? (Includes the blind, deaf, mute, Down's Syndrome, Muscular Sclerosis, Muscular Dystrophy, etc.)

88. **YES** or **NO** Have you for any reason, anywhere, anytime, committed any act of voyeurism by purposely looking at anyone undressing or involved in any sexual activity?

Response to Criminal Questions:

Please **fully** explain each YES answer. Attach additional sheets as necessary:

Response to Criminal Questions (cont.)

Please **fully** explain each YES answer. Attach additional sheets as necessary:

G. Job and Work History

89. **YES** or **NO** Ever been suspended or expelled from any school, high school, trade school, community college, college, university, or Vocational-Technical school for any reason?

90. **YES** or **NO** Ever consumed any alcoholic beverages, illegal narcotics, prescription/over the counter drugs during work hours, contrary to any company policy?

91. **YES** or **NO** Ever been a party to any civil action for any reason against any employer, past or present?

92. **YES** or **NO** Ever received any counseling, a written reprimand, been suspended or relieved of duty for any reason at any job you have ever had?

93. **YES** or **NO** Ever been fired/terminated from, given the option of resigning or resigned to avoid termination from any job? Ever resigned while under administrative or criminal investigation by any employer?

94. **YES** or **NO** Ever been refused a security clearance at any job you have worked. Lied or misrepresented any fact on any application or process to secure a security clearance?

Response to Job & History Questions:

Please **fully** explain each YES answer. Attach additional sheets as necessary:

H. TRAFFIC RELATED EVENTS

95. **YES** or **NO** Ever been involved in a traffic crash in which you were the driver and/or occupant? (Includes reported, unreported, public/private property.)

96. **YES** or **NO** Ever received any traffic citations anywhere? (Includes any parking citations, dismissed citations, military police citations, warning citations, tribal citations, etc.)

97. **YES** or **NO** Ever had your driver's license suspended, revoked, or placed on negligent operator status for any reason in any state?

98. **YES** or **NO** Are any vehicles currently registered or titled to you **not insured** for any reason?

99. **YES** or **NO** Have you ever had a driver's license issued to you in any state or country other than the State of New Mexico? (List all licenses issued including US Government, Foreign Government or Military.)

100. **YES** or **NO** Do you currently possess a VALID driver's license?

101. **YES** or **NO** Ever been arrested for driving while under the influence of intoxicating liquor or drugs in any jurisdiction?

102. **YES** or **NO** Ever consumed intoxicating liquor or drugs then operated a motor vehicle on any public or private road in any jurisdiction?

103. **YES** or **NO** Ever been cited or charged with any open alcoholic beverage container?

Response to Traffic Questions:

Please **fully** explain each YES answer. Attach additional sheets as necessary:

I. FINANCIAL EVENTS

104. **YES** or **NO** Ever declared bankruptcy? (Chapter 7, 11, or 13, etc.)

105. **YES** or **NO** Ever been referred to any collection agency?

106. **YES** or **NO** Ever had any purchased goods repossessed?

107. **YES** or **NO** Ever had any wages garnished or any liens placed on any property?

108. **YES** or **NO** Do you have any unpaid balances on loans, including student loans and credit, cars, mortgages, credit cards, etc.)

109. **YES** or **NO** Ever been a defendant, petitioner, respondent, or plaintiff in any civil action case? (Refers to any hearing or cases other than a criminal nature, such as being sued or suing. Such as divorce or money owed.)

110. **YES** or **NO** Ever been more than 60 days late paying any financial responsibility or obligation?

111. **YES** or **NO** Ever failed to pay any child support, alimony, or divorce settlement payments? Do you owe back child support in any state?

112. **YES** or **NO** Ever gotten into SERIOUS financial difficulty?

113. **YES** or **NO** Ever been evicted from any place you have EVER lived for any lease violation, failure to pay rent or utilities etc.? (includes failing to pay rent or "moving out in the middle of the night" to avoid rent.)

114. **YES** or **NO** Ever had a home you own FORECLOSED?

Response to Financial Questions

Please **fully** explain each YES answer. Attach additional sheets as necessary:

Response to Financial Questions (cont.)

Please **fully** explain each YES answer. Attach additional sheets as necessary:

J. MISCELLANEOUS ISSUES

115. When was the last physical fight you were involved in and what were the circumstances?

116. **YES** or **NO** Ever been an active, associate, retired member of any OUTLAW GANG or CLUB, this includes probationary member, hang around or lookout.

117. **YES** or **NO** Ever committed any animal control violation such as injury to, cruelty to, abandonment, or death of any domestic animal? (Includes being issued a citation or written warning for any loose animal, barking dog, animal license violation, animal registration, vaccination, spaying, neutering, or other related animal violation.)

118. **YES** or **NO** Ever been investigated or sued for any Civil Rights or Federal Rights violation?

119. **YES** or **NO** Ever failed to pass any polygraph examination you have ever taken?

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120. **YES** or **NO** Ever failed to pass any psychological examination you have ever taken?

121. **YES** or **NO** Do you currently have any prejudices against any specific group of people that you feel you would not be able to comfortably work with or under, for any reason?

122. **YES** or **NO** Ever violated any court order of any kind or been held in contempt of court for any reason?

123. **YES** or **NO** Ever committed any dishonest act in any police selection process in order to remain a candidate? (Examples include cheating, lying, having another person take a test for you, providing false documents, etc.?)

124. **YES** or **NO** Ever attended any cock or dog-fighting event?

125. **YES** or **NO** Have you intentionally omitted any fact or facts from your application or withheld any information relevant to your application?

126. **YES** or **NO** Ever failed any background investigation for any law enforcement position/agency or position of trust?

127. **YES** or **NO** Are you currently awaiting any court date(s) for any citations or criminal charges?

128. **YES** or **NO** Have you ever been investigated either administratively or criminally for conduct either on or off duty? (If yes, attach a full explanation on a separate sheet.)

129. **YES** or **NO** Have you ever been placed into a pre-prosecution program by any court, judge, or court official for any reason?

130. **YES** or **NO** Ever altered any serial number or identification marks on any property for any reason?

131. **YES** or **NO** Ever smuggled, transported, or concealed persons illegally?

132. **YES** or **NO** Have you ever been anywhere for any reason as member, associate member, retired member, initiate, prospect or hang around of any radical organizations such as the KKK, Aryan Brotherhood, Skin Heads, Black Panthers, IRA, Criminal Based Gang, or any other organization that targets any ethnic, racial, or religious group?

133. **YES** or **NO** Have you ever been anywhere for any reason as member or associate member, retired member, initiate, prospect, hang around or lookout of any organizations known or affiliated with or perceived as an Outlaw Motorcycle Gang or Club?

134. **YES** or **NO** Have you ever been anywhere for any reason as member, associate member, retired member, initiate, prospect or hang around of any radical organizations that advocate violence, riots, domestic terror, or international terror to further their political views or cause?

135. **YES** or **NO** Have you ever been anywhere for any reason as member, associate member, retired member, initiate, prospect or hang around of any radical organizations that advocate opposition to or overthrowing local, state or federal government?

136. **YES** or **NO** Have you ever participated in any physical abuse or threatened any person(s) based solely on their perceived sexual orientation, cultural or ethnic differences?

137. **YES** or **NO** Is there anything else about your background that needs to be revealed or disclosed that may be relevant to your application?

138. **YES** or **NO** How much alcohol do you consume? List the frequency and quantity of your alcoholic consumption.

139. **YES** or **NO** Ever changed your name or used another person's name for any reason?

140. **YES** or **NO** Have you ever committed any relationship indiscretion whether discovered or undiscovered against your spouse, domestic partner, intimate partner or someone with whom you were in an exclusive relationship.

141. **YES** or **NO** Ever applied to any other law enforcement or corrections agencies? Includes any local, state, or federal agencies. Apply means obtaining, completing and submitting the initial interest contact card. List all the agencies to whom you applied. The date of application and what your current status is with their selection process. This includes application, testing, interview, background investigation, selection, rejection.)

Response to Miscellaneous Questions:

Please **fully** explain each YES answer. Attach additional sheets as necessary:

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Residential History: On a separate page(s) list **every** place you have ever lived. Include whether you owned or rented. The name of the leasee on rented residences. The name of the lessor or landlord, address, and phone number. The reason for moving, and if the security/cleaning deposits were returned.

Work History: On a separate page(s) list your **entire** work history. Include part-time employment, gaps in employment, starting and ending dates, reason for leaving, and a contact person at the place of employment.

Why did you select the Bernalillo Police Department as a career choice?

Now that you have completed answering all of the questions in the Pre-Employment Questionnaire, take a minute and go through to **MAKE SURE YOU HAVE ANSWERED ALL OF THE QUESTIONS. NO SINGLE QUESTION MAY BE LEFT UNANSWERED.**

READ AND SIGN

I HAVE COMPLETED THIS QUESTIONNAIRE IN MY OWN HAND WRITING. MY NOTARIZED SIGNATURE BELOW ATTESTS TO THE ACCURACY OF THE ENTIRE QUESTIONNAIRE. I AM AWARE THAT FALSIFICATION OR OMISSION OF ANY OF THE INFORMATION MADE ON THIS QUESTIONNAIRE MAY CAUSE ME TO BE REMOVED FROM THE ELIGIBILITY LIST, OR BE THE CAUSE OF MY IMMEDIATE DISMISSAL IF ANY EMPLOYMENT HAS BEEN MADE. I FULLY UNDERSTAND THAT THE INFORMATION I HAVE PROVIDED WILL BE VERIFIED BY THE USE OF AN EXTENSIVE BACKGROUND INVESTIGATION BY THE BERNALILLO POLICE DEPARTMENT AND MAY INCLUDE A POLYGRAPH EXAMINATION. I HAVE READ THE ABOVE QUESTIONS THOROUGHLY AND COMPLETELY. I UNDERSTAND THE ABOVE QUESTIONS AND HAVE ANSWERED THEM TRUTHFULLY. I AGREE TO THIS STATEMENT OF MY OWN FREE WILL AND HAVE NOT BEEN SUBJECT TO ANY MENTAL/PHYSICAL FORCE, OR COERCION OF ANY KIND.

Printed Name

Signature

Date

NOTARY

State of New Mexico }
County of _____}SS

On this _____ day of _____, _____, before me personally

Appeared _____ (Applicant) known to me to be the
person whose name is subscribed to the above instrument and acknowledged the same
to be his/her own free act and deed.

Notary Public _____ My commission expires: _____

(SEAL)