

Pre-Questionnaire

BERNALILLO POLICE DEPARTMENT
RECRUITING AND SELECTION UNIT
Pre-Investigation Questionnaire

DIRECTIONS: The Bernalillo Police Department has developed a comprehensive and intense officer selection process for its police applicants. This multi-step selection process will consume a great deal of your time, as well as expense and effort for the Bernalillo Police Department. This questionnaire is designed to acquaint you with certain standards, which MAY OR MAY NOT DISQUALIFY YOU AS A CANDIDATE DURING THE SELECTION PROCESS. The questionnaire is designed to save you time, money and energy early on in the selection process. Your truthful responses to the following questions and the interview with the Recruiting Officer will help you to evaluate your chances and ability in continuing on in the selection process. Recruiting of all candidates is done without regard to race, color, national origin, ancestry, sex, age or religion. The Town of Bernalillo is an Equal Opportunity/Reasonable Accommodation Employer.

All information on this application form is subject to verification by use of an intense background investigation and possibly a polygraph examination. Deliberate inaccuracies, incomplete statements, minimizations, rationalizations, omissions, and/or misstatements must be corrected. If they are not, it may result in your disqualification from the selection process or termination from employment if hired.

It is to your advantage to respond honestly and openly to all questions. Any negative factor in your background will be evaluated in terms of circumstances and 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 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. It is your responsibility to be truthful. A negative factor in your background may not terminate you from the application process, being dishonest about the negative factor will. Be honest. If you feel some event in your background is specifically listed, then disclose it. Save yourself a great deal of time, money, energy and effort of continuing on in the process if you know you will have to lie at any stage of the application process.

You will need to write a short narrative to fully EXPLAIN EACH YES ANSWER. Make sure your writing is understandable and legible. In your narrative answer to relevant questions of WHO, WHAT, WHEN, WHERE, WHY, HOW OFTEN, etc., as each question requires. Again, IT IS IMPORTANT THAT YOUR ANSWERS BE HONEST AS THE INFORMATION WILL BE VERIFIED DURING AN EXTENSIVE BACKGROUND INVESTIGATION AND POSSIBLY A POLYGRAPH EXAMINATION.

Make sure you include sufficient detail in your answers so your background investigator can read and fully understand the circumstances, what happened, where, when and why.

In reference to your DRUG AND SUBSTANCE USE AND EXPERIMENTATION make sure you list the dates first used. Don't rationalize or minimize facts. If you can't remember the exact dates put down the month and year to the best of your recollection.

If you need more room to write on any given page, continue writing on the reverse side of the page.

When you are through, take your Questionnaire and return it to the Background Investigator who will review it with you. Your background investigator will inform you what the next stage of the selection process will be. Thank you for your time, patience and cooperation in this matter.

It is your responsibility to ask for clarification of any question or word that is not perfectly clear and understandable to you. Unless otherwise stated, each question refers to anytime, any reason, anyplace, anywhere at any age, in any jurisdiction, in civilian and military life, domestic or abroad or on any military installation, base or federal land. IT IS YOUR RESPONSIBILITY TO BE HONEST AND TRUTHFUL.

PLEASE FILL OUT THIS FORM IN BLACK INK ONLY. It is your responsibility to write clearly and legibly. Remember, neatness in writing, grammar, punctuation, spelling, clarity and ability to follow written instructions are all evaluated as part of the selection process. There is no time limit to complete the questionnaire.

Pre-Questionnaire

I. PERSONAL APPLICANT DATA:

A. APPLICANT NAME:

Any other name used: _____

Current Street and/or Mailing Address: _____

City/State/Zip Code: _____

Home Phone #: () _____ Message Phone #: () _____

Driver's License #: _____ Social Security: # _____

B. QUALIFICATIONS:

Are you applying for a lateral police officer position? YES NO

If **YES**, complete the following questions:

- | | | |
|--|-----|----|
| 1. Are you currently 21 years of age? | YES | NO |
| 2. Do you have any felony convictions or arrests? | YES | NO |
| 3. Do you have any DWI arrests within the last three (3) years in any jurisdiction? | YES | NO |
| 4. Do you have any misdemeanor arrests or citations within the last three (3) years excluding traffic? | YES | NO |
| 5. Are you currently a United States citizen? | YES | NO |
| 6. Do you currently have a valid driver's license? | YES | NO |
| 7. Do you currently have any college credit hours? | YES | NO |

If you answered **YES** to any of the above prior law enforcement questions, please briefly explain each **YES** answer here.

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C. DO YOU HAVE PRIOR LAW ENFORCEMENT EXPERIENCE? YES NO

If **YES**, complete the following questions:

- | | | |
|---|-----|----|
| 1. Are you currently a certified police officer in NEW MEXICO? | YES | NO |
| 2. Have you ever been a certified law enforcement officer in NEW MEXICO? | YES | NO |
| 3. Are you currently a certified law enforcement officer in any other state? | YES | NO |
| 4. Have you ever been a certified law enforcement officer in any other state? | YES | NO |
| 5. Have you ever been a military police officer in any branch of military service? (Active, Reserve, National Guard, etc.) | YES | NO |
| 6. If you have any prior law experience, have you ever been demoted, suspended, sued, relieved of duty, or received a written reprimand for any reason? | YES | NO |
| 7. Have you ever fired your duty weapon, other than for practice or on any firing range for qualification purposes, in the line of duty? | YES | NO |

If you answered **YES** to any of the above prior law enforcement questions, please briefly explain each **YES** answer here.

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D. DO YOU HAVE MILITARY EXPERIENCE? YES NO

If **YES**, complete the following questions:

Branch of service: _____
 Date of service: _____
 Total number of years/months in the military: _____
 Discharge Date: _____

1. What was your military specialty in civilian terms?

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

3. Type of discharge received: (Circle correct one)

 MEDICAL GENERAL HONORABLE DISHONORABLE

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

5. 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's Masts, Company Punishment, Court Martial's, written counseling statements, etc.)? YES NO

If you have answered **YES** to any of the above military questions, please briefly explain the circumstances here.

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II. EVENT HISTORY SECTION:

It is to your benefit to be honest! WE DO EXPECT YOU TO ANSWER ALL OF THE QUESTIONS HONESTLY. This section is also designed to measure your reading and comprehension ability, your vocabulary and your ability to follow written direction correctly. If you have any questions or don't understand any of the following words or ideas, please contact the background investigator for assistance. Each of the following questions are asking if you have ever at anytime, anywhere in your life, whether caught or not.

Each question is asking you if at anytime, anyplace, anywhere, at any age, for any reason, either in civilian or in military life, domestic or abroad, have you ever committed any of the following acts. It does not matter if the act was detected, undetected was reported or unreported, investigated, discovered or if anyone was questioned or arrested. The question is simply asking you if you have ever committed this particular act.

A. DRUG USE AND EXPERIMENTATION:

1. Ever experimented at any time, even once, with any of the below listed substances for any reason. This includes any and all use including experimentation, curiosity, peer pressure, and anytime use whether you felt the effects of the substance or not, inhaled or not. If you don't know the exact date, put the approximate month and year as best as you can.

Circle either: **YES** or **NO**

2. If you don't know the exact date, put the approximate month and year as best as you can. Answer the following questions:

YES or NO Cocaine, crack, rock, snow, blow, etc.
Date first used: _____ Last used: _____

YES or NO Amphetamines: uppers, speed, meth, crank, etc.
Date first used: _____ Last used: _____

YES or NO Heroin, black tar heroin, horse, H, etc.
Date first used: _____ Last used: _____

YES or NO Opium
Date first used: _____ Last used: _____

YES or NO Morphine
Date first used: _____ Last used: _____

YES or NO PCP, angel dust
Date first used: _____ Last used: _____

YES or NO Marijuana, TCH, pot, grass, weed, etc.
Date first used: _____ Last used: _____

If you answered **YES** to any of the above questions. Please briefly explain each **YES** answer here.

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Circle either: **YES** or **NO**.

YES or **NO** Hash, hash oil, hashish, etc.
Date first used: _____ Last used: _____

YES or **NO** Mushrooms, peyote
Date first used: _____ Last used: _____

YES or **NO** Steroids - injected or oral
Date first used: _____ Last used: _____

YES or **NO** Barbiturates, downers, etc.
Date first used: _____ Last used: _____

YES or **NO** LSD, blotter acid, any other hallucinogenic drug not listed.
Date first used: _____ Last used: _____

YES or **NO** Quaaludes, ecstasy, etc.
Date first used: _____ Last used: _____

YES or **NO** Inhaled any paint, glue, solvents, gases for the sole purposes of getting high. Type used: _____
Date first used: _____ Last used: _____

YES or **NO** Poppers, amityl nitrate, "Rush" etc. (inhaled)
Date first used: _____ Last used: _____

YES or **NO** Any other illegal substance not listed.
Type used: _____
Date first used: _____ Last used: _____

If you answered **YES** to any of the above questions. Please briefly explain each **YES** answer here.

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Please answer **YES** or **NO** to each of the following questions.

3. _____ Ever abused any prescription or over-the-counter type drugs, made out to you or anyone else, for the sole purpose of getting “HIGH” or for its effect, such as, a valium, Xanax, codeine, methadone, dilaudid, Demerol, oxycodone, drinking Listerine, mouthwash, cologne, etc.?
4. _____ Ever purchased any narcotics, illegal drugs, steroids, or marijuana without a doctor’s prescription for you or anyone else, (includes giving someone else money to purchase them for you or to defray the cost, chip in etc.)?
5. _____ Ever used any illegal drugs or narcotics on any job or gone to work under the influence of any illegal drug or narcotic?
6. _____ Ever sold any illegal or counterfeit drugs, including marijuana, (means received anything of value for it such as a favor, mechanical work, money goods, sex, travel, food, gas, etc.)?
7. _____ Ever manufactured or cultivated any illegal drugs or narcotics including marijuana?
8. _____ Currently associate with anyone who uses any illegal drug(s) while in your presence?
9. _____ Ever sold or traded anything of value, OTHER THAN MONEY, to purchase any illegal drugs, including marijuana?

B. CRIMINAL EVENTS:

10. _____ Ever been placed into PROTECTIVE CUSTODY for any reason?
11. _____ Ever failed to file an income tax return, federal or state?
12. _____ Ever committed a burglary such as residential, auto or commercial, (includes entry into any building, structure, vehicle, watercraft, etc., to commit any theft or other crime)?
13. _____ Ever received or sold any property you knew or suspected was stolen?
14. _____ Ever committed any theft, larceny or shoplifting?
15. _____ Ever committed any homicide or manslaughter, voluntary or involuntary?
16. _____ Ever committed any auto theft, including joy riding?
17. _____ Ever been a suspect in a crime, stopped or detained and questioned in reference to any crime?
18. _____ Ever forged any checks, credit cards, or prescriptions with the purpose to defraud or convert anything for your personal use?
19. _____ Ever been arrested, either as an adult or as a juvenile, for any reason, other than traffic, in any jurisdiction?
20. _____ Ever smuggled any contraband into any jail or correctional facility?
21. _____ Ever committed an aggravated assault or battery against another person, (used any weapon or threatened to use a weapon against another person)?
22. _____ Ever committed any act of physical domestic abuse against another person in any relationship you were in, or are in, such as a boyfriend/girlfriend, husband, wife or significant other, (includes any slap, hit, punch, kick, pinch, shove, push, jab, poke, or other physical contact for any reason)?
23. _____ Ever committed any act of bombing or dangerous use of explosive, (pipe bombs, etc.)?
24. _____ Ever committed any act "NO ACCOUNT" checks, (any closed account,

NSF, or a false account in your or in another name)?

If you answered **YES** to any of the above questions. Please briefly explain each **YES** answer here.

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25. ___ Ever committed any act of graffiti, vandalism, or damage to private or public property, including any automobiles?

26. ___ Ever offered or accepted any bribe for any reason?

27. ___ Ever committed any arson or negligent use of a fire?

28. ___ Ever eluded any police officer, either on foot or in a vehicle?

29. ___ Ever committed any kidnapping, false imprisonment, or custodial interference?

30. ___ Ever counterfeited any money or currency, (includes xeroxing)?

31. ___ Ever made any obscene, harassing, threatening, annoying, intimidating phone calls or any false bomb threats for any reason?

32. ___ Ever committed any hunting, fishing or boating violations?

33. ___ Ever carried any unlawful deadly weapon into any bar or on school premises, other than in the line of duty?

34. ___ Ever carried any deadly weapon on your person or in your vehicle for your own personal protection?

35. _____ Ever been forced to pay any back taxes or tax penalties for any reason, anywhere, anytime, business or personal?
36. _____ Ever shot at any uninhabited/inhabited dwelling, building, or vehicle, or at a person, other than in the line of duty?
37. _____ Ever impersonated a police officer, for any reason?
38. _____ Ever altered or possessed a false identification (includes driver's license, birth certificate, etc.)?
39. _____ Ever forged another person's signature for any reason?
40. _____ Ever obstructed or refused to obey any police officer?
41. _____ Ever failed to return any RENTAL PROPERTY such as tapes, tools, equipment, or vehicles?
42. _____ Ever committed any act of perjury, lying under oath, either in writing or orally, at any hearing, criminal case or civil suit?
43. _____ Ever made a false police or insurance report for any reason?
44. _____ Ever been the target or subject of any Grand Jury investigation?
45. _____ Ever been the subject of any Internal Revenue Service tax audit?
46. _____ Ever knowingly committed any federal firearms violation, (includes automatic weapons, silencers, armor piercing rounds, etc.)?
47. _____ Ever committed any act of sabotage or espionage against the United States?
48. _____ Ever committed any act of extortion, blackmail or mail fraud?
49. _____ Ever altered any vehicle V.I.N. (vehicle identification number) for any reason?
50. _____ Ever falsely obtained any service such as food, utilities, motel, gas, cable TV, Wi-Fi, or garbage service without paying for it?
51. _____ Ever illegally fired any firearms, BB or pellet guns in any city limit other than in the line of duty?

55. _____ Ever caused the death of another, either intentionally or unintentionally?
56. _____ Ever been the subject of any ARREST WARRANT, (juvenile, traffic, misdemeanor, felony, federal, or parking etc.)?
57. _____ Ever been the subject of any SEARCH WARRANT?
58. _____ Ever committed any ROBBERY (theft from someone using a weapon or any force)?
59. _____ 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 facts, etc.)?
60. _____ Other than traffic, have you ever been issued any misdemeanor citation for any reasons?
61. _____ Ever been required to appear before any CHILDREN'S OR JUVENILE COURT as a defendant for any reason?
62. _____ Ever committed any act of embezzlement, (includes any theft from any employer, including money or merchandise)?
63. _____ Ever been placed on COURT PROBATION either as an adult or as a juvenile, (includes doing any community service for any reason, in any state)?
64. _____ In any state, ever been, or are currently, on PAROLE for any reason ?
65. _____ Ever been a "lookout" or aided in any illegal act or crime?
66. _____ Ever reported or made a false fire alarm, (includes pulling fire alarm)?
67. _____ Ever tampered with any evidence for any reason, in any type case?

If you answered **YES** to any of the above questions. Please briefly explain each **YES** answer here.

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C. RELATIONSHIP EVENTS:

68. _____ Ever committed any act of rape or criminal sexual contact of another, (any sexual intercourse or fondling by use of force or implying any weapon)?

69. _____ Ever committed any forcible sex act, other than rape, against another person, (includes oral copulation, masturbation, sodomy, etc., against someone's will)?

70. _____ Ever contributed to the delinquency of any minor by providing any liquor or illegal drugs for or having sex with, (minor means anyone under the age of 18)?

71. _____ Ever patronized or procured any prostitute, male or female?

72. _____ 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, mechanical work, service, etc.)?

73. _____ Ever committed any act of indecent exposure?

74. _____ Ever committed any act of incest or forcible sodomy?

75. _____ Ever physically abused or sexually molested any child?

76. ____ Have you anytime, anywhere, for any reason, physically or sexually abused or molested any mentally or physically handicapped or elderly person, (includes the blind, deaf, mute, down's syndrome, muscular sclerosis, muscular dystrophy, etc.)?

77. ____ Have you for any reason, anywhere, anytime committed any act of voyeurism by purposely looking in any open window, door, keyhole, knothole, used any binoculars, telescope or committed any act of "peeping tom" at anyone undressing or involved in any sexual activity?

D. JOB AND WORK HISTORY:

78. ____ Ever been suspended from any school, high school, trade school, community college, college, university or vocational-tech school for any reason?

79. ____ Ever consumed any alcoholic beverages during working hours, lunch or contrary to any company policy?

80. ____ Ever sued or been sued by any employer, past or present, in any civil action for any reason?

81. ____ Ever received counseling, a written reprimand, been suspended or relieved of duty for any reason at any job you have ever had?

82. ____ Ever been fired from, given the option of resigning, or resigned to avoid termination from any job?

83. ____ Ever been refused a security clearance at any job you have worked?

If you answered **YES** to any of the above questions. Please briefly explain each **YES** answer here.

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E. TRAFFIC RELATED EVENTS:

84. _____ Ever been involved in a traffic accident in which you were the driver, during the last three (3) years, (includes reported, unreported, hit and run, military, public/private property)?

85. _____ Ever received any traffic citations in the last three (3) years anywhere, (include any parking citations, dismissed citations, military police citations, warning citations, etc.)?

86. _____ Ever had your driver's license suspended, revoked or placed on negligent operator status for any reason in any state?

87. _____ Are any vehicles currently registered to you NOT INSURED for any reason?

88. _____ Have you ever had a driver's license issued to you other than by the State of New Mexico, (list all state licenses issued)?

89. _____ Ever committed a hit and run accident on either public or private property, (includes military bases, parking lot, etc.)?

90. _____ Do you currently possess a VALID driver's license, (list state(s))?

91. _____ Ever been arrested for driving while intoxicated in any jurisdiction?

If you answered **YES** to any of the above questions. Please briefly explain each **YES** answer here.

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F. FINANCIAL EVENTS:

92. _____ Ever declared bankruptcy, (Chapter 7, 11, 13 etc.)?
93. _____ Ever been referred to any collection agency?
94. _____ Ever had any purchased goods repossessed?
95. _____ Ever had your wages garnished or any liens placed on any property?
96. _____ Do you have any unpaid balances on loans, including student loans, credit cards, and mortgages, etc.?
97. _____ Ever been a defendant, petitioner, respondent or plaintiff in any civil action case, (refers to any hearings or cases other than of a criminal nature, such as being sued)?
98. _____ Ever been more than sixty (60) days late in paying any financial obligation?
99. _____ Ever failed to pay any child support, alimony, or divorce settlement payments?
100. _____ Ever been in serious financial difficulties?

If you answered **YES** to any of the above questions. Please briefly explain each **YES** answer here.

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G. PREVIOUS RESIDENCES:

101. ____ 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 any rent or moving out "in the middle of the night" to avoid rent)?

____ - _____

H. MISCELLANEOUS ISSUES:

102. ____ Ever been involved in a physical fight within the last three (3) years, outside of your job duties?

103. ____ Ever been a member of, or had any gang affiliations, other than in the line of duty?

104. ____ Ever committed any animal control violation such as injury, cruelty to, abandonment or death of any domestic animal or been 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?

105. ____ Ever been investigated or sued for any civil or federal rights violation?

106. ____ Ever failed any polygraph examination you have ever taken?

107. ____ Ever changed your name or used another person's name for any reason?

108. ____ Do you currently, because of any reason, have any prejudices against any specific group of people that you feel you would not be able to comfortably work with, or for?

109. ___ Ever violated, for any reason, a court order of any kind or been held in contempt of court?

110. ___ Ever committed any dishonest act in any police selection process in order to remain a police candidate, such as cheating, lying, having another person take a test for you, or provided false documents, etc.?

111. ___ Ever attended any cock or dog fighting event?

112. ___ Ever applied to any other law enforcement or corrections' agencies, (this includes any local, state or federal agencies)? Apply means obtaining the initial application, filling it out and sending it back. If you have applied with Bernalillo Police before, you must answer **YES**.

113. ___ Ever failed any background investigation for any law enforcement position or agency?

114. ___ Are you currently awaiting any court date(s) for any citations?

115. ___ Have you, for any reason, ever been placed on a pre-prosecution program by any court?

116. ___ Ever altered any serial number or ID marks for any reason?

117. ___ Ever smuggled, transported or concealed illegal aliens?

118. ___ Have you ever been, anywhere, for any reason, a member of any radical organization such as the KKK, Arayan Brotherhood, Skin Heads, Black Panthers, IRA or any other organization that targets any ethnic, racial or religious groups or any other protected class of individuals?

119. ___ Have you ever participated in, or encouraged at anytime, anywhere or for any reason physical or sexual abuse or threatened gay person(s) based solely on their perceived sexual orientation, or cultural differences?

120. ___ Is there anything else about your background that needs to be revealed or disclosed that may be relevant to your application?

121. ___ Have you intentionally omitted any fact or facts from your application or withheld any information relevant to your application?

READ AND SIGN:

I have read the above questions thoroughly and completely. I understand the above questions and HAVE ANSWERED THEM TRUTHFULLY. I am aware that any falsifications or omissions of any true information made on this questionnaire may cause my name to be removed from the eligibility list, or be the cause of immediate dismissal if any employment has been made. I FULLY UNDERSTAND THE INFORMATION I HAVE PROVIDED MAY BE VERIFIED BY USE OF A POLYGRAPH AND AN EXTENSIVE BACKGROUND INVESTIGATION BY THE BERNALILLO POLICE DEPARTMENT.

Candidate's Printed Name

Date

Candidate's Signature

Testing Location

BERNALILLO POLICE DEPARTMENT
TOWN OF BERNALILLO
PERSONAL HISTORY STATEMENT

APPLICATION FOR POSITION OF POLICE OFFICER

GENERAL INSTRUCTIONS:

THIS "PERSONAL HISTORY STATEMENT" IS AN IMPORTANT DOCUMENT IN THE SELECTION PROCESS. IF THIS FORM IS NOT COMPLETED PROPERLY AND LEGIBLY, YOUR APPLICATION CANNOT BE PROCESSED. USE ONLY BLACK INK. HAND PRINT OR TYPE AN ANSWER TO EVERY QUESTION. IF THE QUESTION DOES NOT APPLY TO YOU, INDICATE WITH AN N/A. IF SPACE AVAILABLE IS INSUFFICIENT, USE THE BACK OF THIS PAGE AND PRECEDE EACH ANSWER WITH THE NUMBER OF THE REFERENCE BLOCK. USE ADDITIONAL PAGES IF NECESSARY. COMPLETENESS IS MOST IMPORTANT. DO NOT MISSTATE OR OMIT MATERIAL FACTS SINCE YOUR STATEMENTS ARE SUBJECT TO VERIFICATION, AND ANY ATTEMPT TO DECEIVE OR FALSIFY INFORMATION OR OMIT PERTINENT INFORMATION WILL BE CAUSE FOR YOUR ELIMINATION FROM THE SELECTION PROCESS.

THIS "PERSONAL HISTORY STATEMENT" MUST BE RETURNED WHEN YOU ATTEND THE INTERVIEW.

1. Legal Name (Last) (First) (Middle)

2. By what other name(s) have you been known ,(maiden, alias, etc.)?

3. Residence Address (number, street, city, apt., state, zip code)

4. Mailing Address (if different than above)

5. Date of Birth/Place of Birth (city, county, state, country)

6. Are you a US citizen by birth or a naturalized citizen?

7. Sex Age Height Weight Hair Color Eye Color

8. Social Security Number: _____

9. Name of person with whom you live. Relationship

10. In chronological order (*present to past*) list each and every place you have resided in the last ten (10) years:

Month/Year to Month/Year Address Phone Number

Name of person lived with and relationship _____

His/her current address _____

Phone number _____

Month/Year to Month/Year Address Phone Number

Name of person lived with and relationship _____

His/her current address _____

Phone number _____

Month/Year to Month/Year Address Phone Number

Name of person lived with and relationship _____

His/her current address _____

Phone number _____

Month/Year to Month/Year Address Phone Number

Name of person lived with and relationship _____

His/her current address _____

Phone number _____

Month/Year to Month/Year Address Phone Number

Name of person lived with and relationship _____

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Name of person lived with and relationship _____
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Phone number _____

Month/Year to Month/Year Address Phone Number

Name of person lived with and relationship _____
His/her current address _____
Phone number _____

ARRESTS, SUMMONS, ETC.,
(ANSWER ALL QUESTIONS)

11. Were you ever arrested or taken into custody or been issued a misdemeanor citation? **YES or NO (please circle one)**

12. List below **all** arrests, including juveniles' arrests, and any misdemeanor citations you have been issued:

13. Violation(s):

Charge/Date	Location (City, State)	Court Disposition or sentence	Police Agency

Date: (specify)

14. List **all** traffic violations, including parking, warning and dismissed citations:

15. List **all** traffic accidents in which you were a DRIVER:

<u>Date</u>	<u>Location</u>	<u>(Street, City, State)</u>	<u>Police Agency</u>

<u>Date</u>	<u>Location</u>	<u>(Street, City, State)</u>	<u>Police Agency</u>

16. Were you ever a plaintiff, defendant, petitioner, or respondent in a civil proceeding (including bankruptcy)? **Yes or No (circle one)**

List all civil actions for which you were summoned/subpoenaed:

<u>Date</u>	<u>Action or Proceeding</u>	<u>As Plaintiff, Defendant Petitioner, Respondent or Witness</u>	<u>Court Disposition</u>

SUBVERSIVE AFFILIATIONS

1. Are you a member or have you ever been a member of any party or organization, political or otherwise, that now (or in the past) advocates the overthrow of the government of the United States or of the State of New Mexico by force, violence or other unlawful means. **Yes or No (circle one)**

If **YES**, attach a separate sheet with an explanation.

2. Were you ever terminated/fired, or given the option of resigning in lieu of termination or quit before being fired? **YES** or **NO (circle one)**

Give details below with complete reason.

<u>Employer</u>	<u>Address</u>	<u>Date</u>	<u>Supervisor</u>	<u>Reason for Discharge</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

<u>Employer</u>	<u>Address</u>	<u>Date</u>	<u>Supervisor</u>	<u>Reason for Discharge</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

3. Were you subject to disciplinary action in connection with any employment?

YES or **NO (circle one)** If **YES**, give details below.

4. Have you ever previously submitted an application to the Bernalillo Police Department, any other law enforcement or corrections agency?

YES or **NO (circle one)** If **YES**, give details below.

<u>Date Applied</u>	<u>Organization</u>	<u>Complete Address</u>	<u>Phone</u>
_____	_____	_____	_____
_____	_____	_____	_____

5. Were you ever rejected for employment by a law enforcement or corrections agency?

YES or **NO** (circle one) If **YES**, give details below.

<u>Date Applied</u>	<u>Organization</u>	<u>Complete Address</u>	<u>Phone</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EMPLOYMENT HISTORY

List below, PRESENT TO PAST, each and every place you were employed: OMIT NONE include part-time employment. Include complete addresses and zip codes. Include any periods of unemployment in proper sequence.

Month/Year From/To	Employer's Name	Employer's Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

Position Held	Employer's Complete Address	Reason for Leaving
_____	_____	_____
_____	_____	_____

Brief Description of Duties	Immediate Supervisor/Name
_____	_____
_____	_____

Unemployed From/To	Reason Unemployed
_____	_____

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

Month/Year From/To	Employer's Name	Employer's Phone Number
Position Held	Employer's Complete Address	Reason for Leaving
Brief Description of Duties		Immediate Supervisor/Name
Unemployed From/To	Reason Unemployed	

SOCIAL STATUS

1. Are you single, married, separated or divorced? _____

2. List all marriages below:

<u>Date</u>	<u>City/State</u>	<u>Spouse's Former and Current Name</u>	<u>Current Address</u>	<u>Phone</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

3. Who do you currently live with? Name: _____
Relationship: _____

4. Does your spouse or roommate work? **YES** or **NO (circle one)**
Can they be contacted at work? **YES** or **NO (circle one)**
Employer: _____ Phone: _____
Address: _____

5. List below all divorces, annulments, separations:

<u>Date</u>	<u>Type of Action</u>	<u>City/State</u>	<u>Petitioner</u>	<u>Reason</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

6. List below every child born to you, adopted children, stepchildren, foster children, or other dependents:

<u>Name</u>	<u>Date of Birth</u>	<u>Place of Birth</u>	<u>With Whom, and Where Does Child Currently Reside</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

7. Are you financially supporting all children and/or dependents listed above?
YES or NO (circle one) If **NO**, explain _____

8. Have you ever been involved in a paternity suit as a petitioner or defendant?
YES or NO (circle one) If **YES**, explain _____

MILITARY SERVICE

1. Have you ever served in the armed forces of the United States or any other country? **YES or NO (circle one)** If **NO**, go to question #8.
2. Which branch of service? _____
3. List periods of continuous service under each branch of the armed forces:
- | | | | |
|------------|----------|------------|---------------------|
| From _____ | To _____ | Rank _____ | Serial Number _____ |
| From _____ | To _____ | Rank _____ | Serial Number _____ |
| From _____ | To _____ | Rank _____ | Serial Number _____ |
| From _____ | To _____ | Rank _____ | Serial Number _____ |
| From _____ | To _____ | Rank _____ | Serial Number _____ |
4. What type of discharge, (honorable, dishonorable, medical, general, etc.)?

5. Were you ever court-martialed, tried on charges, been the subject of a summary court, Captain's Mast, company punishment, Article 15, or any other type of military discipline? **YES or NO (circle one)**
 Number of time(s) _____ Explanation _____

6. Reason for discharge from military. _____

7. Are you currently in the Reserve or National Guard? **YES** or **NO (circle one)**
Branch _____ Rank _____
Active or Inactive _____

8. Did you register for the military draft when you turned eighteen?
YES or **NO (circle one)** If **NO**, explain. _____

MISCELLANEOUS INFORMATION

1. What college degree or professional license(s) do you possess?

2. Do you have a high school diploma or a GED?

3. List below the middle school(s), high school(s), college(s), trade or business school(s) you have attended: Do not list military school(s). Start with middle school first.

<u>Name of School</u>	<u>Location</u>	<u>Attendance Date</u>	
		<u>From</u> <u>Mo/Yr</u>	<u>To</u> <u>Mo/Yr</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. If you are or were a member of any social, labor, or fraternal organizations, list them below:

<u>Date</u>	<u>Organization</u>	<u>Type of Organization</u>	<u>Address</u>
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5. Have you had garnishments or assignments made on your wages, or received a letter of indebtedness? **YES** or **NO (circle one)** If **YES**, explain.

6. List all financial liabilities (contracts, charge accounts, etc.,) involving you and your spouse:

<u>Creditor</u>	<u>Address/Phone</u>	<u>Date</u>	<u>Orig. Amt.</u>	<u>Balance</u>	<u>Monthly Payment</u>
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NOTE: You will be required to provide a current credit report.

7. Are you the co-maker or co-signer on any loans? **YES** or **NO (circle one)** If **YES**, explain.

8. Have you ever been bonded? **YES** or **NO (circle one)**

<u>Reason</u>	<u>Date</u>	<u>By Whom (Name)</u>	<u>Complete Address/Phone</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

9. Have you ever been refused a bond? **YES** or **NO (circle one)**

If **YES**, explain. _____

10. Do you possess:

- a. Regular driver's license? _____ Number _____ State _____
- b. Chauffeur's license? _____ Number _____ State _____
- c. Other _____

11. Did you ever have a license issued by another state(s)? **YES** or **NO (circle one)**

State _____	Date _____
State _____	Date _____
State _____	Date _____

12. Was your license EVER suspended or revoked? **YES** or **NO (circle one)**

<u>Date</u>	<u>City</u>	<u>State</u>	<u>Reason</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

13. List all vehicles that you currently own.

<u>Color</u>	<u>Year/Make/Model</u>	<u>License Number</u>	<u>(State, Exp. Year)</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

14. Are all the above vehicles currently covered by liability insurance?

YES or **NO (circle one)**

If **YES**, Company Name _____

If **NO**, indicate vehicle(s) and reason why uninsured

15. List the name of your father, step-father, mother, step-mother (maiden names), and sibling(s) below:

<u>Name</u>	<u>Address/Phone</u>	<u>Relationship</u>	<u>Living/Deceased</u>
-------------	----------------------	---------------------	------------------------

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

16. Have you ever been fingerprinted? **YES** or **NO (circle one)**

When _____ Where _____ Purpose _____

When _____ Where _____ Purpose _____

When _____ Where _____ Purpose _____

17. Do you have any knowledge or information, which is or may be directly or indirectly relevant with an investigation of your eligibility or concerning your character, temperance, habits, employment, education, criminal record, etc.? **YES** or **NO (circle one)**

If **YES**, explain. _____

18. Do you know of anything that would disqualify you from the selection process or prevent you from the full discharge of your duties as a police officer? **YES** or **NO (circle one)**

If **YES**, explain. _____

19. Why do you want to be a member of the Bernalillo Police Department?

20. Do you have any specialized areas of interest in police work?

REFERENCES

List the name and complete address of five reliable persons, other than relatives, past employers or supervisors, who know you well enough to provide current information about you:

	<u>Name</u>	<u>Address</u>	<u>Occupation</u>	<u>Employer's Address</u>	<u>Phone Home/Work</u>
➤	1.	_____	_____	_____	_____
➤	2.	_____	_____	_____	_____
➤	3.	_____	_____	_____	_____
➤	4.	_____	_____	_____	_____
➤	5.	_____	_____	_____	_____

I, HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS PERSONAL HISTORY STATEMENT IS CORRECT AND COMPLETE TO THE BEST OF MY KNOWLEDGE. I FURTHER UNDERSTAND THAT ANY MISREPRESENTATIONS, OMISSIONS, OR FALSIFICATIONS MAY BE DEEMED SUFFICIENT CAUSE FOR REJECTION FROM THE SELECTION PROCESS OR TERMINATION IF EMPLOYMENT HAS BEEN MADE.

STATE OF NEW MEXICO
COUNTY OF _____

SWORN TO AND SUBSCRIBED BEFORE ME ON THE _____ DAY

OF _____, 20 ____ by _____.
Applicant's Signature

Notary Public's Signature

(NOTARY SEAL)

My commission expires _____

Note: The following items MUST accompany this questionnaire:
A certified copy of birth certificate.
A certified copy of high school diploma or GED.
A certified copy of your college transcripts, if applicable.
A copy of military DD-214 (long form).
A copy of high school transcripts (official copy if no high school diploma).
An original current credit report of yourself.

If you do not have one or more of the above documents with you for your interview when your personal history statement is reviewed, you must provide the background investigator with a clear understanding of why you didn't have the documents and a specific time when you will be able to provide them. The background investigation step in the selection process cannot be completed without these documents.