



55 Constitution Drive, Bedford, NH 03110
 Telephone: 603-472-5113

Police Department APPLICATION FOR EMPLOYMENT

Please either email resume, cover letter and application to: jobs@bedfordnh.org OR, deliver to the Human Resources Office, Town Office Building, 24 N. Amherst Road, Bedford, NH

An Equal Opportunity Employer
 All applicants will be considered without regard to race, color, religion, age, sex (including gender identity, sexual orientation and pregnancy), marital status, national origin, disability, or genetic information.

Please print in INK or type:	Email:	Date:
POSITION DATA		
Position applied for:	POLICE OFFICER (For Officer position: Are you 21 or older ? Y or N)	DISPATCHER CLERICAL
Availability Date:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Special On-Call	
If applying for part-time employment, indicate days/hours available: Days - _____ Hours - _____		
Length of residency in NH: __ Years __ Months	Length of residency at current address: __ Years __ Months	

BIOGRAPHICAL DATA		
Full Name:	Home Phone: ()	
Street Address:	Work Phone: ()	
City, State, Zip:	Cell Phone: ()	
Have you ever been employed with us before? <input type="checkbox"/> YES <input type="checkbox"/> NO	Are you a Certified Officer in NH or another State? ____ Yes ____ No	
Title of Position Held:	(If yes above, please specify:	
Reason for Leaving:		
List any relative currently working for the Town of Bedford:		
Name:	Department:	Relationship:

EDUCATION				
Did you receive a high school diploma or GED? <input type="checkbox"/> YES <input type="checkbox"/> NO				
Circle Highest Grade Completed: 7 8 9 10 11 12 College: 1 2 3 4 5 6				
	School (name, city, state)	Dates (optional)	Degree(s) Attained	Course of Study
High School				
Undergraduate College/University				
Graduate/Professional College/University				
Other Education (i.e. Technical, Business)				

EMPLOYMENT HISTORY (List most recent employer first)	
Employer:	Your Title:
Street Address:	Employed From (date):
City, State, Zip:	Employed To (date):
May we contact your present employer? <input type="checkbox"/> YES NO	Salary/Rate of Pay (optional): \$
Responsibilities include:	
Supervisor' name:	Phone No.:
Reason for Leaving:	

Employer:	Your Title:
Street Address:	Employed From (date):
City, State, Zip:	Employed To (date):
	Salary/Rate of Pay (optional): \$
Responsibilities include:	
Supervisor' name:	Phone No.:
Reason for Leaving:	

Employer:	Your Title:
Street Address:	Employed From (date):
City, State, Zip:	Employed To (date):
	Salary/Rate of Pay (optional): \$
Responsibilities include:	
Supervisor' name:	Phone No.:
Reason for Leaving:	

If necessary, please attach additional sheets to include additional employment history.

MILITARY	
Have you ever served in the U.S. Armed Forces? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If YES, what branch?	
Type of Discharge:	Rank at Discharge:
National Guard/Reserve Status, if any. If current, component:	
Describe any training received which would be relevant to the position for which you are applying:	

SPECIFIC SKILLS
List technical/professional licenses or certifications you hold:
List any job-related specialized training you have received or skills you have acquired:

OTHER INFORMATION
Do you currently hold a valid NH Driver’s License? <input type="checkbox"/> YES <input type="checkbox"/> NO Type: <input type="checkbox"/> Operator <input type="checkbox"/> CDL-
Have you ever been convicted of any crime which has not been pardoned or annulled? <input type="checkbox"/> YES <input type="checkbox"/> NO
If YES, give date, place, charge and disposition:
STATE WHY YOU WANT TO BECOME A MEMBER OF THE BEDFORD POLICE DEPARTMENT:

REFERENCES			
List three (3) professional references we may contact:			
Name & Occupation	Address	Phone	Relationship

ADDITIONAL INFORMATION
Use this space for any further information you think would help us evaluate your application:

APPLICANT'S STATEMENT & AGREEMENT

I understand that any unanswered questions on this application may cause this application to be rejected.

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge and belief. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or for immediate dismissal if I have been employed by the Bedford Police Department, no matter when discovered.

I understand that any employment is conditioned on a background check. I authorize the Bedford Police Department to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Bedford Police Department without giving me prior notice of such disclosure. In addition, I release the Town of Bedford and the Bedford Police Department, any former employers and all references listed above from any and all claims, demands, or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be “at will” and without a fixed term and may be terminated at any time, with or without cause and without prior notice, at the option of either myself or the Town of Bedford unless the position I hold becomes covered by a recognized Collective Bargaining Agreement and I am informed of such. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Town of Bedford or the Bedford Police Department unless made in writing by the Chief, Deputy Chief or Human Resources.

I understand that filling out this application does not indicate there is a position open and does not obligate the Town of Bedford to hire me. If hired, I agree to abide by all the Town of Bedford and Bedford Police Department's work rules, policies and procedures. The Town of Bedford and the Bedford Police Department retain the right to revise the policies and/or procedures, in whole or in part, at any time.

****DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE STATEMENT AND AGREEMENT****

Signature of Applicant

Date