



DURYEA POLICE DEPARTMENT
315 Main St.
Duryea, Pa. 18642
Phone: 570-457-1721

AUTHORIZATION AND RELEASE FORM

I, _____, am an applicant for employment with the Duryea Police Department, and I have been advised and understand that as part of my application for employment a thorough background investigation will be conducted by the Duryea Police Department and/or the Borough of Duryea (hereinafter collectively referred to as the "Borough"). I understand and acknowledge that the background investigation, which will gather information from multiple sources, will include a review of my employment history, criminal history, credit history, military service history, education, general reputation, character and other background information. I understand that I must fully comply with this process in order to be considered for employment, and that I may be required to complete additional documents to allow the investigation to be completed.

I hereby authorize any and every individual, organization, agency or entity, including but not limited to my former employers, to provide to the Borough any information, records, documents or data requested by the Borough. I hereby authorize all of my former employers to release and fully disclose all records, in any form, concerning me and my employment, whether those records are of a public, private or confidential nature. I hereby authorize the release of information, records, documents or data regardless of any prior agreement, written or oral, I may have made to the contrary. The intent of this authorization is to permit full and free access to my background information of any and all types for the specific purpose of permitting the Borough to conduct a thorough background investigation, which will allow the Borough to determine my suitability for employment.

I authorize any government agency, its components, offices, employees, contractors, agents, and assignees, to disclose the information, records, documents or data requested by the Borough. I understand this may include any information, records, documents or data contained in any record keeping system maintained by or on behalf of the agency. By signing this Form, I also waive all my rights under the Privacy Act of 1974, which governs information that will be released by federal government agencies.

I, for myself and for my heirs, executors, administrators, personal representatives, successors, and assigns, for and in consideration of the promises made herein, do hereby irrevocably, knowingly and voluntarily waive and release fully and forever any claim, cause of action, loss, expense, or damage of any and every nature whatsoever, known or unknown, against the Borough, its past and present Council Members, elected and appointed officials, officers, directors, agents, insurers, attorneys, managers, employees, and any individual, organization, agency, or entity that provides information, records, documents or data to the Borough pursuant to this authorization, arising from or in any way connected to this Authorization and Release form, the release or use of information, records, documents or data related to me, including without limitation any claims arising or in any way resulting from my application for employment with the Borough. I agree to indemnify and hold harmless any individual, organization, agency or entity to whom a request for information is presented from and against all claims, damages, losses and expenses, including reasonable attorney's fees arising out of or by reason of complying with this request.

A copy of this authorization and release form will be valid as an original.

Applicant Name (Print)

Applicant Signature

Date:



**DURYEAPOLICE DEPARTMENT
PART-TIME POLICE OFFICER APPLICATION**

**315 Main St.
Duryea, Pa. 18642
Phone: 570-457-1721**

Applicant Full Name: _____
Prior Names Used by Applicant: _____
Home Address: _____
Date of Application: _____ Social Security Number: _____
Driver's License State: _____ Driver's License Number: _____
Phone Number: _____ E-Mail Address: _____

Please provide a list of at least three (3) references (please use a separate sheet for additional references).

1. Name: _____ Phone Number: _____
2. Name: _____ Phone Number: _____
3. Name: _____ Phone Number: _____
4. Name: _____ Phone Number: _____

Please provide a list of all past employers (please use a separate sheet for additional employers)

Name of Employer: _____ Contact Number: _____

Name of Last Supervisor: _____ Dates of Employment: _____ to _____

Job Title: _____ Reason for Leaving: _____

Name of Employer: _____ Contact Number: _____

Name of Last Supervisor: _____ Dates of Employment: _____ to _____

Job Title: _____ Reason for Leaving: _____

Name of Employer: _____ Contact Number: _____

Name of Last Supervisor: _____ Dates of Employment: _____ to _____

Job Title: _____ Reason for Leaving: _____



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Job Title: _____ Reason for Leaving: _____

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Name of Employer: _____ Contact Number: _____

Name of Last Supervisor: _____ Dates of Employment: _____ to _____

Job Title: _____ Reason for Leaving: _____

Name of Employer: _____ Contact Number: _____

Name of Last Supervisor: _____ Dates of Employment: _____ to _____

Job Title: _____ Reason for Leaving: _____

6. Police Training/Certificates received to date: _____

(Attach separate sheet if necessary) _____

(Question 7 – 11 Circle one)

7. Have you ever been fired, asked to resign, or forced to leave a job? YES / NO

8. Have you ever resigned from a position to avoid termination? YES / NO

9. Have you ever been convicted of a crime? (Except minor traffic violations) YES / NO

If you answer yes, please explain: _____



10. Have you ever been disciplined (e.g., oral/written, reprimand, docked pay, suspended, demoted, etc.) for excessive use of force, absences, tardiness, poor judgment, unbecoming conduct, work performance or other work-related reason? YES / NO

11. Have you ever been the subject of an allegation charging you with racial or ethnic bias or sexual harassment? YES / NO

12. List any POLICE equipment, Computer Software, programs and office machine you have experience with:

Education:

1. Name of High School: _____ Address: _____

Degree obtained: _____ Dates Attended: _____ to _____

2. Name of College: _____ Address: _____

Degree obtained: _____ Dates Attended: _____ to _____

3. Name of Other: _____ Address: _____

Degree obtained: _____ Dates Attended: _____ to _____

Note: All applicants must submit a resume along with this application to be considered for employment.