

VILLAGE PUBLIC SAFETY OFFICER APPLICATION CHECKLIST

Non-Profit Contractor: Northwest Arctic Borough **Village:** _____

Applicant Name: _____ **Date of Birth:** _____

Social Security Number: _____ **Applicant Lives in the village?** Yes No

Re-Hire? Yes No

Previous Village: _____ **Dates of Hire:** _____
Month/Year

13 AC 96.080 Basic Standards for Village Public Safety Officer

1) Are you a citizen of the United State or a residence alien who has demonstrated intent to become a citizen of the United States? Yes No

2) Are you 21 years of age? Yes No

3) Are you of good moral character? Yes No

4) Do you have a high school diploma, or its equivalent, or have passed the General Education Diploma (GED) test? Yes No

5) Before attending a basic training program under 13 AAC 96.100 (VPSO Academy),

- a) You must receive a physical examination by a physician lawfully admitted to practice in this state, and
- b) On the medical record form supplied by the Department of Public Safety, that physician must certify that you are:
 - i. Free from a physical or hearing condition which would adversely affect performance of an essential function of a village public safety officer,
 - ii. Have normal color discrimination, normal binocular coordination, normal peripheral vision, and corrected visual acuity of 20/30 or better in each eye;
 - iii. Free from a mental or emotional condition that would adversely affect the performance of an essential function of a village public safety officer.

- 6) **Have you been convicted, by a civilian court of this state, the United States,** or another state or territory, or by a military court, of one or more of the following offences, or of an offense with substantially similar elements to such an offence under Alaska law? Yes No
- a) **A felony** Yes No
- b) **Any misdemeanor within five (5) years** of the date of hire Yes No
- c) **A misdemeanor within ten (10) years** of the date of hire, if the misdemeanor involved: Yes No
- i. An assault against a family member, former family member, member of the individuals household, or former member of the household? Yes No
- ii. The violation of a domestic violence restraining order? Yes No
- d) **Two or more DWI offences?** Yes No
- 7) **Have you ever:**
- a) Illegally manufactured, transported, or delivered:
- i. A controlled substance? Yes No
- ii. An alcoholic beverage in violation of a local option under AS 04.11 or a municipal ordinance? Yes No
- b) Illegally used a controlled substance other than marijuana during the 10 years immediately before the date of hire, unless you were under the age of 21 at the time of using the controlled substance? Yes No
- c) Used marijuana within one year before the date of hire? Yes No
- 8) **Have you been denied village public safety officer certification** or had that certification revoked? Yes No
- 9) **Have you been discharged for cause or resigned** under the threat of discharge for cause from employment as a village public safety officer, a village police officer, or a police officer in this state or any other state? Yes No

The Village Public Safety Officer application packet is divided into five steps.

Step one of the application process is initiated by the responsibility of the contractor.

The application must complete the **VPSO PERSONAL HISTORY STATEMENT** and the **WAIVER AND AUTHORIZATION TO RELEASE INFORMATION**. Upon completion, forward the originals and a copy of the contractor's employment application to the oversight trooper office.

Illicit Drugs:

Do you now or have you ever used illicit (Illegal) drugs, including marijuana? Yes No

Name of drug: _____ Date last used: _____

I CERTIFY UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT IF I DELIBERATELY CONCEAL OR ENTER FALSE INFORMATION ON THIS FORM, THAT MY NAME MAY BE REMOVED FROM THE ELIGIBLE LIST OR THAT I MAY BE REMOVED FROM MY JOB.

Done at _____, Alaska on the _____ day of _____,

Applicant Signature

SWORN TO AND SUBSCRIBED before me this _____ day of _____,

Notary Public in and for Alaska

(SEAL)

My Commission

Expires: _____

**STATE OF ALASKA
DEPARTMENT OF PUBLIC SAFETY**

WAIVER AND AUTHORIZATION TO RELEASE INFORMATION

I authorize you to furnish the Department of Public Safety with any and all information that you have concerning me, my work records, my reputation, my medical records, my military service records, my financial status and credit rating. Information of a confidential or privileged nature may be included. Your reply will be used to assist in determining my qualification and fitness for the position I am seeking. I further understand that the information you furnish will not be disclosed to any person not connected with the Department of Public Safety, including myself.

I understand my rights under Title 5, United States Code, Section 552A, the Privacy Act of 1974, and waive those rights with the understanding that information furnished will be used by the Department of Public Safety and retained by them in confidence.

I hereby release you, your organization and others from any liability or damage, which may result from furnishing the information requested.

Applicant's Printed Name

Applicant's Signature

The above named individual appeared before me this _____ day of _____,
_____ and having identified himself/herself, signed the above in my presence.

Notary Public in and for Alaska

(SEAL)

My Commission

Expires: _____