



**City of Williston
Police Department
223 E Broadway, Suite 201
Williston, ND 58801**

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Known Alias: _____

Address: _____
Street Address Apartment/Unit #

_____ *City State ZIP Code*

Phone: _____ Email _____

Position Applied for: _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Social Media Usernames: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Are you over the age of 18? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Have you ever been convicted of a felony including a felony charge that was later dismissed under a deferred imposition of sentence? YES NO

If yes, explain:

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

List all awards, honors, scholarships, and clubs you received or were associated with during high school:

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

List all awards, honors, scholarships, and clubs you received or were associated with during college:

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

List all awards, honors, scholarships, and clubs you received or were associated with:

Peace Officer Information

Identify any law enforcement skills training you have attended.

Name: _____ Address: _____

Dates Attended: _____

Are you currently licensed as a Peace Officer?

YES NO

If yes, please complete the following:

License Number: _____ State: _____ Date of Issue: _____ Date of Expiration: _____

What is the current status of your license? _____

Has the P.O.S.T. Board ever taken disciplinary action against your license?

YES NO

If yes, please explain: _____

List any additional law enforcement continuing education training you have completed:

Personal References

Please list three personal references.

Full Name: _____ Relationship: _____

Address: _____ Phone: _____

Full Name: _____ Relationship: _____

Address: _____ Phone: _____

Full Name: _____ Relationship: _____

Address: _____ Phone: _____

Professional References

Please list three professional references.

Company Name: _____ Supervisor: _____

Address: _____ Phone: _____

Company Name: _____ Supervisor: _____

Address: _____ Phone: _____

Company Name: _____ Supervisor: _____

Address: _____ Phone: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Previous Employment (Continued)

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Special Skills

Identify any special license(s) you hold:

Identify any foreign languages you understand, speak, read or write fluently:

Additional Information

Are there any incidents in your life, or details not mentioned herein, which may influence the Williston Police Department's evaluation of your suitability for employment?

YES NO

If yes, please explain:

Additional Information (Continued)

Identify any additional information you think should be considered in your application and/or any further explanation of answers to previous questions.

Are you able to perform the essential functions of the job you are applying for with or without reasonable accommodation?

YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Do you claim Veteran's Preference? If yes, must attach DD-214, Report of Separation.

YES NO

Do you claim Disabled Veteran's Preference? If yes, must attach DD-214, Report of Separation, and a letter less than one year old from the US Department of Veteran Affairs indicating disability.

YES NO

Do you claim Spouse of Disabled Veteran? If yes, must attach a copy of marriage certificate, DD-214, and a letter less than one year old from the US Department of Veteran Affairs indicating disability.

YES NO

Do you claim Spouse of Deceased Veteran? If yes, must attach copy of marriage certificate, DD-214, and veteran's death certificate.

YES NO

Veteran Eligibility: You must be a North Dakota resident and have served in the active military forces during a period of war or received the armed forces expeditionary or other campaign service medal during an emergency condition and must have been released under other than dishonorable conditions. See NDCC 37-19.1.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Please return completed application to:

Chery Pierzina – Human Resources Director
City of Williston
22 East Broadway
PO Box 1306
Williston, ND 58802-1306
cheryp@ci.williston.nd.us
(701) 713-3802

If an accommodation or assistance is needed to complete this application, please contact Chery Pierzina at (701) 713-3802.