



Recruitment Notice

The City of Miami Gardens is committed to employing a talented and diverse workforce. The City of Miami Gardens is an Equal Opportunity Employer, and as such, will not permit discrimination on the bases of race, religion, color, sex (including pregnancy and gender identity), sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service, or any other non-merit based factor in its recruitment and hiring practices.

Veterans Preference shall be granted in accordance with Chapter 295 of the Florida Statutes. Resident Preference shall be given in accordance with the City of Miami Gardens Ordinance No. 2010-27-235.

The City of Miami Gardens is Drug-Free Workplace. All applicants who are selected for employment may be subject to substance screening.

Position: Police Officer Cadet (Grant Funded)
Requisition #: 15-018
Department: Police Department
Position #: Various
Opening Date: May 8, 2015
Closing Date: May 29, 2015
FLSA Status: Non-Exempt
Hourly Pay Range: \$22.55 per hour

GENERAL DESCRIPTION:

This is a highly responsible position within the City of Miami Gardens that involves networking with the community and the protection of life and property. This is accomplished through patrol work, criminal investigation, community policing, and enforcement of the laws of the State of Florida and the Ordinances of the City of Miami Gardens. Assignments may typically involve routine motor patrol, motorcycle traffic enforcement, code enforcement, bicycle or foot patrol. Officers receive assignments and instructions from police officers of a higher rank and perform work in accordance with Department policies and standard operating procedures. Participates in special programs and projects as assigned.

ESSENTIAL JOB FUNCTION: *This is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

Responds to emergency or high-risk situations; participates in criminal and other investigations.

Performs general law enforcement duties, including patrolling assigned areas, checking property for security, maintaining order and public safety, responding to traffic accidents/incidents and issuing citations, serving injunctions and other legal papers, apprehending and arresting suspects, questioning suspects, interviewing witnesses and victims, assisting crime and accident victims, investigating alarms, processing crime scenes and collecting evidence, and taking statements.

Participates in criminal and traffic investigations.

Participates in special teams, programs and projects as assigned.

Reports all conditions which may affect community safety, including pedestrian and traffic obstacles, hazardous conditions and traffic light problems.

Performs various public service duties, including directing traffic at school crossings and during special events, providing police escort, assisting stranded motorists, providing security at City events and providing traffic control.

Provides court testimony as required.

Receives and responds to citizen inquiries, complaints and requests for assistance. Refers public to persons or agencies which can provide further assistance as required.

Promotes crime prevention and safety theories and practices that can be implemented in communities to deter criminal activity.

Plans and/or participates in safety/educational programs and presentations at local businesses, schools, community meetings and events.

Promotes favorable public relations and police/community relations through personal contact with community residents, civic organizations, community/government agencies, social agencies, schools and representatives of business or industries.

Assists with new officer training as assigned.

Maintains assigned vehicles and equipment.

Works under stressful, high-risk conditions. Attends required training and continuing education classes.

Remains abreast of all federal and state laws, and ordinances of the City of Miami Gardens.

Rotates to various positions, which may include but are not limited to Detective, Training Officer, DARE Officer, Community Police Officer, Crime Prevention/Community Programs Officer, and K-9 Handler.

Prepares and submits various records and reports including incident/accident reports, citations, work orders, daily activity sheets, observation reports, various other logs, reports, and memos.

Operates a police vehicle, bicycle and/or motorcycle, police radar, firearms, chemical and impact weapons, restraining devices, two-way radio, camera, and other police-issued equipment, as well as a variety of other equipment including a computer, typewriter, copier, telephone, and calculator.

Exercises care and safety in the use of equipment required to complete assigned tasks.

Interacts and communicates with various groups and individuals such as the immediate supervisor, Police Chief, other department supervisors and employees, other City personnel, court personnel, attorneys, other local, state and federal law enforcement agencies, emergency response personnel, medical personnel, community leaders and organizations, suspects, victims, witnesses, and the general public.

Performs a wide variety of routine office tasks, including but not limited to compiling data for reports, completing and submitting forms, attending meetings, typing reports and records, copying and filing documents, and answering the telephone.

Assists with code enforcement duties as required. Analyzes and investigates code enforcement issues and coordinates effective service delivery including: conducting inspections, determining the existence of violations, and preparing warning notices of violation and citations or other notices involving City codes and ordinances. Interprets technical legal provisions and administrative directives pertaining to code enforcement.

Transports prisoners.

Removes debris from roadways.

Responds to calls regarding dangerous animals.

Administers first aid as necessary.

Completes duties unique to these positions as assigned and as scheduled.

Performs related work as required.

MINIMUM QUALIFICATIONS:

Knowledge, Skills and Abilities:

Knowledge of the role of a municipal law enforcement agency. Knowledge of the structure, functions and inter-relationships of state and local law enforcement agencies. Considerable knowledge of up-to-date methods of law enforcement procedures. Considerable knowledge of firearms, automotive, radio and other law enforcement equipment. Considerable knowledge of legal rights of accused persons and law enforcement. Considerable knowledge of criminal behavior and methods of operation. Knowledge of civil process. Sufficient knowledge of other City departments to communicate with their representatives as necessary in carrying out duties and responsibilities. Knowledge of the layout of local roads and of the locations and characteristics of the various neighborhoods. Knowledge of the occupational hazards and safety precautions of the trade. Knowledge of the standard tools, materials and practices of the trade.

Ability to perform duties effectively despite occasional or frequent exposure to extreme heat or cold, wetness, humidity, odors, smoke, noise, and violence.

Mathematical ability to handle required calculations accurately and quickly.

Ability to learn the responsibilities of and skills involved in various department positions, including Detective, Training Officer, DARE Officer, Community Police Officer, Crime Prevention/Community Programs Officer, K-9 Handler, and to effectively perform these duties as assigned. Ability to analyze problems that arise on the job and recommend solutions.

Ability to assemble and analyze information and make written and oral reports concisely, clearly and effectively. Ability to comprehend, interpret and apply regulations, procedures and related information. Ability to communicate effectively with a wide variety of public and private groups and is persuasive in such communication.

Ability to compare and/or judge the readily observable functional, structural or compositional characteristics of data, people or things. Ability of speaking and/or signaling people to convey or exchange information. Ability to read a variety of law books, policy and procedure manuals,

equipment manuals, and training manuals. Ability to prepare reports correspondence, and records with proper format, punctuation, spelling and grammar, using all parts of speech. Ability to speak with and before others with poise, voice control and confidence.

Ability to apply rational systems to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists; to interpret a variety of instructions furnished in written, oral, diagrammatic or schedule form. Ability to learn and understand relatively complex principles and techniques, to make independent judgments in absence of supervision, and to acquire knowledge of topics related to primary occupation. Must have the ability to comprehend and interpret received information.

Ability to record and deliver information, to explain procedures, to follow verbal and written instructions. Must be able to communicate effectively and efficiently with persons of varying educational backgrounds and in a variety of technical and/or professional languages including law enforcement.

Ability to inspect items for proper length, width and shape, identify degrees of similarity or difference in shades, and forms, and visually read various information. Ability to differentiate colors and shades of color.

Ability to deal with people beyond giving and receiving instructions. Ability to deal courteously, yet firmly and effectively with the public in police situations.

Ability to perform in uncomfortable physical conditions and under stress when confronted with emergency, unusual or dangerous situations, or in situations in which working speed and sustained attention are make or break aspects of the job. Ability to react quickly and calmly in emergency situations. Ability to work under stressful or dangerous conditions, often involving considerable personal risk or risk to others.

Skills in the use and care of firearms. Skills in the care and use of required tools and equipment.

Education & Experience Requirements:

Requires a high school diploma or General Equivalency Diploma (GED) equivalent. Be at least 19 years of age upon appointment. Must take and achieve a passing score on the Criminal Justice Basic Abilities Test (CJBAT) **or** the Florida Basic Abilities Test (FBAT) prior to submitting an application. Must take and pass the Broward College Institute of Public Safety Motors Test (physical agility) prior to submitting an application. Must possess and maintain, throughout employment, a valid Florida driver license.

OTHER MINIMUM QUALIFICATIONS:

Citizenship:

Must be a United States citizen at time of application.

Good Moral Character:

Be of good moral character and never have been convicted of any felony or a misdemeanor involving perjury or false statement, or have received a dishonorable discharge from any of the Armed Forces of the United States. Any person who, after July 1, 1981, pleads guilty or nolo contendere to, or is found guilty of a felony, or of a misdemeanor involving perjury or a false statement, or domestic violence shall not be eligible for employment or appointment as an officer, in spite of suspension of sentence or withholding of adjudication.

PRE-EMPLOYMENT SCREENING PROCESS:

Applicants will be required to submit to pre-employment screening process to determine eligibility to advance throughout the application process. The screening process includes but is not limited to oral interview; psychological exam; polygraph exam; medical screening; and extensive background including criminal, employment and personal reference checks.

THE EXAMINATION/TESTING PROCESS is to determine if the “moral character” of the candidate is appropriate for employment as a Police Officer. “Moral character” is determined by examination of the life experiences of the candidate. Testing includes, but not limited to, the following listed factors.

Examinations/Weight of test

| | |
|---------------------------------------------------|------------|
| Oral Interview | 100% |
| Polygraph Examination | Qualifying |
| Psychological Examination | Qualifying |
| Background Investigation | Qualifying |
| Medical Examination (including drug screen) | Pass/Fail |

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Must be physically able to operate a variety of machines and equipment including firearms, automobile, radio, and telephone.

Must have significant levels of eye, hand, and foot coordination.

Must be able to exert up to ten pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

Physical demands are in excess of those for sedentary work; must be able to remain on feet for periods of time, stoop, kneel, crouch, lift, carry, push, pull, climb, balance, walk, run.

Must be physically fit and able to defend one’s self from attack or physical assault.

Must be able to restrain, lift and/or carry adults of varying weights.

Must be adaptable to performing in uncomfortable physical conditions and under stress when confronted with emergencies, unusual or dangerous situations, or in situations in which working speed and sustained attention are make or break aspects of the job.

The worker may be subject to danger or risk to a significant degree, or to tension as a regular, consistent part of the job.

Specific vision requirements include close vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**Human Resources Department, City of Miami Gardens
18605 NW 27th Avenue
Miami Gardens, FL 33056
305-622-8030
www.miamigardens-fl.gov**

EOE M/F/D/V; Drug-Free Workplace



APPLICATION/TESTING PROCESS FOR POLICE APPLICANTS

The following information is provided to you in anticipation of your application for the position of Non-Certified/Certified Police Officer with the City of Miami Gardens. It is essential that you review this information carefully and in its entirety before completing the application. Many of your questions will be answered in this correspondence.

Part of this application/qualification process is an accurate assessment of the CHARACTER of the candidate. Much emphasis is placed upon your character, and as such, indications of your honesty and integrity begin with the submission of your application. All information must be true, accurate, and without omission on this and all other forms submitted for processing, as well as in all other phases of the testing process. This is a critical facet, which will be verified via a comprehensive polygraph examination and an intensive background investigation. If you desire to become a Miami Gardens Police Officer, your character **MUST** be beyond reproach!

HOW TO APPLY

Official City of Miami Gardens' applications will be accepted and received at the Department of Human Resources, 18605 NW 27th Avenue, Miami Gardens, FL 33056. Postings will remain open until sufficient applications have been received. Applications may be delivered in person, sent via U.S. mail or courier. **Faxes and emails are not accepted.**

The City of Miami Gardens is an equal employment and drug free employer. We do not discriminate on the basis of age, race, disability, marital status, national origin, religion, gender, or sexual orientation. The City will provide reasonable accommodations in the employment process for any disabled applicant. Please inform us of any special accommodations needed prior to testing and interviews.

HIRING PROCESS

A City of Miami Gardens Application for Employment and supplemental documents must be completed by the applicant. The application will be screened for minimum qualifications by the Human Resources Department and forwarded to the Police Department for further review. The Police Department will review applications in search of applicants who demonstrate the best combination of knowledge, skill and abilities in relation to the needs of the City and the qualifications of other candidates. Those candidates identified initially as meeting the Police Department's needs will be invited to begin the testing process. The testing process will begin with an oral board interview which must then be followed by successful completion of a polygraph examination, comprehensive background check, psychological and physical examination. Meeting the minimum qualifications does not guarantee an invitation to test. The testing and hiring process can move as swiftly as six (6) weeks and may take up to 6 months. How well an applicant does in the process will determine how quickly he or she progresses in the process. Applicants will be contacted by Human Resources or the Police Department to schedule each phase of the testing process.

THE APPLICATION AND ATTACHMENTS

Application packets can be downloaded from the City's website at www.miamigardens-fl.gov or picked up at the Department of Human Resources, 18605 NW 27th Avenue, Miami Gardens, FL 33056. Application forms should be filled out completely and should clearly show that the minimum qualifications are met. Eligibility for hire may be based on a rating of the application; therefore, completeness and accuracy are of the utmost importance. Incomplete application packets will **not** be accepted. A checklist is available as a guide and should be attached to the front of your packet.

Employment History

Your employment history on the application must **include all positions held since the age of 18 to present.** (Attach additional sheets to application if necessary.) All gaps in employment history longer than 3 months must be explained even if you were attending school full time. "See resume" is **not** acceptable in the Employment History section of the application.

Applications will stay on file for six (6) months. If the applicant has not completed their testing process including their oral board interview within that time period, they will be required to update their application or submit a new one.

APPLICATION/TESTING PROCESS FOR APPLICANTS

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Proof of Education

In order for an applicant's college education to be considered in the determination of their salary class (II, III); it must be from an accredited college or university. Graduation from the United States Armed Forces Institute (USAFI) or possession of a General Equivalency Diploma (GED) is acceptable only when accompanied by transcript of grades. If a diploma or degree was acquired in a country other than the United States, evidence of equivalence from a recognized agency must be provided. Out-of-state GED or USAFI must be acceptable by the State of Florida Police Standards Council.

Birth Certificate and/or Naturalization Papers

Submit a copy of your birth certificate for proof of citizenship. If you are a naturalized citizen of the United States of America, you must submit a copy of your naturalization papers as proof of your citizenship or a United States of America passport.

DD214 Military Release Form Member 4 Copy and City of Miami Gardens Veteran's Preference Claim Form (if applicable)

Your DD214 must show type of separation and character of service to be acceptable. The City of Miami Gardens Veteran's Preference Claim form and a copy of the DD214 must accompany your original application in order for you to receive Veteran's Preference points on the final register. The City of Miami Gardens Veteran's Preference Claim form is available in the Human Resources Department or on our website www.miamigardens-fl.gov.

Driving Record

You must submit a 7-year driving record from the Department of Motor Vehicles. If you have held a driver's license or are holding a driver's license in more than one state, a 7-year driving record must be presented for each state in which a license has been held. List all traffic citations you have received within the last 7 years, include dates, offense, issuing agency, and disposition of ticket. List tickets even if you attended traffic school and no tickets or points are listed against your license. (You must list all tickets "See attached driving records" is not an acceptable alternative.) It is the candidate's responsibility to ensure that all tickets, accidents, and driver license suspensions are documented on their "official" 7-year history. Failure to disclose tickets, accidents (reported and unreported), and suspensions received but not listed on your 7-year history will be grounds for removing the candidate from the testing process.

Proof of Florida Department of Law Enforcement (FDLE) Certification

Certified candidates must meet the standards of the Florida Department of Law and be in good standings.

City of Miami Gardens Resident Preference

In accordance with the City of Miami Gardens Ordinance No. 2010-27-235, City of Miami Gardens residents receive preference (5 points) for the purpose of employment opportunities. All applicants must provide proof to verify residency and complete the resident preference form.

ORAL INTERVIEW

Once your application has been approved, you will be notified by the City of Miami Gardens of the date, time and location of your oral board interview. You must contact Human Resources to confirm your participation in the oral board interview. Failure to confirm your participation will result in your oral board interview being CANCELLED and you will be withdrawn from the testing process. There will be NO exceptions.

A three (3) member panel consisting of two (2) ranking officers from the Police Department and a Human Resources Representative will rate the applicants in a formally structured interview. Applicants will be evaluated on characteristics important to the Police Officer/Sergeant position including, but not limited to, their professionalism, integrity, initiative/interest, communicative ability, tolerance for stress, and judgment/decisiveness. Oral board interviews may not be repeated for a minimum of ninety (90) days. A candidate may not fail the oral interview more than three (3) times. Passing scores on oral interviews are kept on file and will remain effective for up to a six (6) month period. Appropriate business attire is required.

POLYGRAPH EXAMINATION

This will be administered after a conditional offer of employment is made. Areas of questioning will include any past criminal activity on the part of the applicant, completeness and truthfulness of all statements made during the selection process, and past or present use of drugs. The City reserves the right to have any candidate retake a polygraph based on the results of the initial examination. Polygraph examination results are good for six (6) months.

PSYCHOLOGICAL EXAMINATION

This will be administered after a conditional offer of employment is made. An in-depth psychological evaluation will be administered to test the applicant's ability to perform under stress, as well as his or her general mental and emotional suitability for the position of Police Officer/Sergeant. The psychological exam cannot be repeated any sooner than six (6) months from date of testing and only with recommendation from the psychologist.

BACKGROUND INVESTIGATION

The focus on the investigation will include, but not be limited to, verification of education and training, previous employment and work history, driving history, arrest and conviction record and past or present use of drugs. Discrepancies found in the background investigation from information given at any other point in the selection process may be grounds for disqualification from the employment selection process.

MEDICAL EXAMINATION

Prior to being hired, eligible candidates are required to successfully complete a current FDLE standard medical examination by a state licensed physician selected by the City of Miami Gardens. A drug/alcohol test is part of this examination.

VISION REQUIREMENTS

Applicants must be free from color blindness and have no permanent abnormality of either eye; must have at least 20/100 vision in each eye without correction (glasses or contacts) and must have 20/30 vision in each eye with correction. THE VISION REQUIREMENTS CANNOT BE WAIVED UNDER ANY CIRCUMSTANCES.

DISQUALIFIERS

NOTE: These are guidelines and are not limited to the drugs listed in this package. A background investigation will be conducted as part of the testing process to determine if the "moral character" of the candidate is appropriate for employment as a Miami Gardens Police Officer/Sergeant. "Moral character" is determined by examination of the life experiences of the candidate including but not limited to the following listed factors. Other factors such as past illicit narcotic use, history of arrest, incidents of theft, prior work and driving history will also be considered.

The present standards of the Miami Gardens Police Department would disqualify an applicant if any of the following were indicated as a result of the polygraph examination or background investigation:

- Use of illegal or illicit drugs within two years of the submission of an application for employment as a Police Officer.
- Any more than occasional past use of marijuana, and not within two years of application.
- Any more than experimental past use of cocaine, and not within five years of application.
- Any more than isolated past experience with amphetamines, barbiturates, inhalants, or designer drugs such as GHB, Rohypnol (Roofies), Ecstasy, Special K (Ketamine), etc., or hallucinogens such as LSD, PCP, Ice, Mescaline, Psilocybin (Mushrooms), etc., or abuse of any prescription drugs, and not within five years of application.
- Any more than one cycle of steroids, and not within five years of application.
- Past sale or delivery of any illicit or illegal drug may be cause for disqualification.
- Any use of illicit or illegal narcotics after having been employed by a police or corrections agency, or in a police or corrections capacity (including Military Police Officer) automatically disqualifies the applicant.
- Any use or abuse of any illegal or prescription drug, not specifically identified in this section, may be cause for disqualification.

Applicants will not be approved for testing who have the following driving history:

- Accumulation of eight points or more within the past thirty-six (36) months **OR**
- Four or more moving violations within the past thirty-six (36) months (regardless of adjudication withheld for points) **OR**
- Suspension of driver's license within the past thirty-six (36) months.
- A conviction (or case pending) for DUI, DWI, or Hit and Run, within the last five (5) years.
- Any significant negative driving history, to be determined by management review of all relevant facts.

If you determine that these standards **would not** disqualify you as a candidate, we look forward to your application and wish you well in the examination process.



Military Veteran

MG Resident

**CITY OF MIAMI GARDENS
POLICE OFFICER CADET
APPLICATION PACKET CHECKLIST**

NAME (PRINT): _____ **DATE:** _____

REQUIRED DOCUMENTS AT TIME OF APPLICATION:

THE FOLLOWING COPIES OF DOCUMENTS AND INFORMATION MUST BE SUBMITTED AT TIME OF APPLICATION IN ORDER FOR YOUR APPLICATION TO BE PROCESSED.

PLEASE MAKE SURE YOU HAVE READ THE APPLICATION/TESTING PROCESS INFORMATION IN ITS ENTIRETY FOR REQUIREMENTS WHEN SUBMITTING DOCUMENTATION.

PLEASE NOTE: COPIES ARE TO BE SUPPLIED BY THE APPLICANT. HUMAN RESOURCES WILL NOT MAKE COPIES FOR YOU. **FAX COPIES WILL NOT BE ACCEPTED.**

- CITY OF MIAMI GARDENS APPLICATION FOR EMPLOYMENT – **NOTE:** Your employment history must include **all positions held since the age of 18 to present.** (Attach additional sheets to application of necessary.) All gaps in employment history longer than 3 months must be explained, even if you were attending school full-time.
- CJSTC-68 AFFIDAVIT OF APPLICATION FORM (Must be notarized)
- BIRTH CERTIFICATE **or** NATURALIZATION PAPERS **or** UNITED STATES PASSPORT
- COPY OF NAME CHANGE DOCUMENTATION (if applicable)
- HIGH SCHOOL DIPLOMA **or** CERTIFICATE OF EQUIVALENT EDUCATION **or** CERTIFIED COLLEGE TRANSCRIPTS
- CITY OF MIAMI GARDENS VETERAN'S PREFERENCE CLAIM FORM (if applicable)
- DD214 MILITARY RELEASE FORM MEMBER 4 COPY (if applicable)
- CITY OF MIAMI GARDENS RESIDENT PREFERENCE FORM (if applicable)
- COPY OF SOCIAL SECURITY CARD
- COPY OF DRIVER'S LICENSE
- CERTIFIED COPY OF DEPARTMENT OF MOTOR VEHICLE DRIVER'S LICENSE HISTORY (7 Years).
- COPY OF CRIMINAL JUSTICE BASIC ABILITIES TEST (CJBAT) **OR** THE FLORIDA BASIC ABILITIES TEST (FBAT) SCORE SHEET
- COPY OF BROWARD COLLEGE INSTITUTE OF PUBLIC SAFETY MOTOR SKILLS TEST (PHYSICAL AGILITY TEST)

REFERRED BY: If you were referred by an active full-time or part-time City of Miami Gardens employee please print the name the employee below. Only one employee may be named at this time of application.

EMPLOYEE NAME/DEPARTMENT: _____

AFFIDAVIT OF APPLICANT
Incorporated by Reference in Rule 11B-27.002(1)(f), F.A.C.



CJSTC
68

Please type or print in black or blue ink and use capital and small letters for names, titles, and addresses

Social Security Number: _____

Applicant's Legal Name: _____
Last First MI

Employing agency: _____

Use this form to verify your compliance with the employment requirements of Section 943.13, F.S. I fully understand that to qualify for employment as a law enforcement, correctional, or correctional probation officer, I shall comply with the following provisions of Section 943.13, F.S.:

- Be at least 19 years of age.
- Be a citizen of the United States.
- Be a high school graduate or equivalent.
- Not have been convicted of any felony or of a misdemeanor involving perjury or false statement. Any person who, after July 1, 1981, pleads guilty or nolo contendere to or is found guilty of a felony or of a misdemeanor involving perjury or a false statement shall not be eligible for employment or appointment as an officer, notwithstanding suspension of a sentence or withholding of adjudication.
- Have been fingerprinted by the employing agency.
- Have passed a physical examination by a licensed medical specialist approved in Rule 11B-27.002(1)(d), F.A.C..
- Be of good moral character.
- Have not received a dishonorable discharge from the U.S. Military.

True False NA In addition, I attest to the following statements: Each statement shall be checked "True" "False" or "NA"

| | | | |
|--------------------------|--------------------------|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. I completed my employment application and it is true and correct, and all other information I furnished in conjunction with my application is true and correct. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. I provided documentation of proof of my qualifications to the above listed employing agency. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. I meet the qualifications as specified above. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. I had a criminal record sealed pursuant to Section 943.059(4)(a), F.S. , or expunged pursuant to Section 943.0585(4)(a), F.S. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5. I am under investigation by a local, state, or federal agency or entity for criminal, civil, or administrative wrongdoing to the best of my knowledge and belief. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6. I separated or resigned from a previous criminal justice employment while under investigation. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. I am currently serving in good standing in the U.S. Military. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8. I previously served in the U.S. Military. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9. I received a dishonorable discharge from my previous U.S. Military service. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 10. I am currently certified as a Florida criminal justice officer in the following area(s): Please check the appropriate box(es). <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Correctional <input type="checkbox"/> Correctional Probation |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 11. I authorize the employing agency listed above to apply for my certification. Please check the appropriate box(es). <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Correctional <input type="checkbox"/> Correctional Probation |

NOTICE: This document shall constitute as an official statement within the purview of Section 837.06, F.S., and is subject to verification by the employing agency and the Criminal Justice Standards and Training Commission. Any intentional omission when submitting this application or false execution of this affidavit shall constitute a misdemeanor of the second degree and disqualify the officer for employment as an officer.

PLEASE READ CAREFULLY BEFORE SIGNING. You must complete the remainder of this affidavit in the presence of a notary public. Upon witnessing your signing of this affidavit, a notary public shall complete the notary block by entering the same date the affidavit is signed. I hereby certify that to the best of my knowledge and belief, the information that I've entered on this form is true.

12. _____ 13. _____
Applicant's Signature Date Signed

14. OATH
Pursuant to Section 117.05(13)(a), Florida Statutes

STATE OF _____ COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____

day of _____, year _____, By _____

Signature of Notary Public – State of Florida

Print, Type, or Stamp Commissioned name of Notary Public

Personally Known OR Produced Identification

Type of Identification Produced _____

*NOTE: Private Correctional facilities must submit original and shall forward the completed affidavit stapled to the Registration of Employment, Affidavit of Compliance Form CJSTC-60 to FDLE, Criminal Justice Professionalism Program, Post Office Box 1489, Tallahassee, Florida 32302-1489, Attention Records Section