



PHYSICAL QUALIFICATION TEST

- Applicants are awarded 0-7 points per test based on their performance as outlined in the chart below.
- Points from the 3 tests are combined to produce the overall PQT score.
- An applicant must obtain a combined PQT score of 15 or more in order to pass.
- Applicants must obtain at least 1 point on each test. A score of 0 on any one test is an automatic failure.

Points	Push Ups	Sit Ups	1.5 Mile Run
0	17 or less	20 or less	14:27 or more
1	18-19	21-22	14:26 – 14:18
2	20-21	23-24	14:17 – 14:09
3	22-23	25-26	14:08 – 14:00
4	24-26	27-29	13:59 – 13:51
5	27-32	30-34	13:50 – 13:00
6	33-46	35-48	12:59 – 11:32
7	47 or more	49 or more	11:31 or less

MINIMUM QUALIFICATIONS

- US Citizen
 - No Criminal Convictions
 - At least 21 years old
 - Associate's Degree or at least 60 college credits
- OR
- 30 college credits and at least 24 months military service or employment in a public safety position

OPPORTUNITY

- Patrol Division
- Investigations
- Juvenile Bureau
- Traffic Bureau
- Water Rescue Unit
- Special Operations Unit
- Firearms Unit
- Mobile Command Post Unit
- Drone Unit
- Honor Guard Unit
- Community Outreach Unit
- and more



MORE INFORMATION

Application can be found on our website or by scanning the QR Code:

www.cranfordnj.org/police-department

Recruitment Questions: 908-709-4313 or police@cranfordnj.org



KEY DATES

April 12, 2021 - 8 AM
Applications Available

May 12, 2021 - 4 PM
Applications Due

May 19, 2021 - 8 AM
Written Examination

May 26, 2021 - 1 PM
Physical Qualification Test

June 2-3, 2021
Interviews

July 13, 2021
Swearing In Ceremony



CRANFORD POLICE DEPARTMENT



Ryan J. Greco
Chief of Police
police@cranfordnj.org
www.cranfordnj.org/police-department

8 Springfield Avenue
Cranford, NJ 07016
908-272-2222

Application for Employment – Police Officer

The Cranford Police Department conducts background investigations on all potential employees to determine their suitability for employment. The information requested in this application is necessary to complete these background investigations. The information you provide is confidential and will be used for employment purposes only; however, if necessary, your information may be shared with other entities as it relates to your background investigation.

The Cranford Police Department is committed to a policy of equal opportunity for all prospective and current employees and does not discriminate regardless of race, creed, color, religion, sex, age, national origin, or disability.

The completion and submission of this application is an important step in a thorough and lengthy employment selection process. These steps include a written examination, physical fitness test, oral review board, and comprehensive background investigation. Finalists will be required to take a full medical physical exam, drug test, and psychological examination.

All questions in this application must be completed honestly, accurately, and thoroughly. The information that you provide will be carefully analyzed and evaluated to determine your suitability for employment. Do not withhold any information, whether you think it is important or not. The Cranford Police Department will determine the importance of information you provide. The deliberate omission of information and/or any deception will not be tolerated and will be justification for disqualification. It is your responsibility to provide complete and accurate information to all the questions.

Cranford Police Department – Application for Employment

READ CAREFULLY PRIOR TO COMPLETING APPLICATION

These instructions are provided as a guide to assist you in properly completing your application for employment for the position of Police Officer. It is essential that the information be accurate in all respects. It will be used as the basis for a background investigation that will determine your eligibility for employment.

Applications must be completed and delivered to the Cranford Police Department, 8 Springfield Avenue, Cranford, NJ 07016. Any alterations to this application or delays in returning it will void your status. **Application and fee must be delivered to the Cranford Police Department by Wednesday, May 12, 2021 at 4:00 p.m. NO EXCEPTIONS!**

1. Application for employment must be PRINTED legibly in ink or typed.
2. Answer all questions to the best of your ability. You must answer all questions that pertain to you.
3. Use N/A (Not Applicable) for those questions that do not apply to you. **Leave no blank spaces.**
4. Avoid errors by reading the directions carefully before making any entries on the application. Be sure your information is correct and in the proper sequence before you begin. All time periods in your background must be accounted for.
5. You are responsible for obtaining correct addresses.
6. An accurate/complete application will help expedite your investigation.
7. If you require additional room to answer question(s), utilize the *Additional Information Section* pages of this application. Remember to indicate on these pages which questions your answer pertains to.
8. Be sure to sign and date each and every individual page of this application in the space provided.
9. Three (3) letters of reference must be mailed to the Chief of Police and received by June 1, 2021.
10. The \$25.00 non-refundable application fee (certified or cashier's check or money order) must be submitted with the application.
11. Once the application is submitted, correspondences between the Cranford Police Department and all applicants will be done through e-mail. Therefore, you must provide a current/valid email address.
12. The written test will be conducted on May 19, 2021 at 8:00 a.m. at the Cranford Community Center, 220 Walnut Avenue, Cranford, NJ 07016.
13. For those that successfully pass the written exam, the physical fitness test will be held at Memorial Field, 401 Centennial Avenue, Cranford on May 26, 2021 at 1:00 p.m.
14. Current updates on the application process will also be posted on the Cranford Police Department website at www.cranfordnj.org/police-department and Facebook & Twitter @CranfordPD . **Applicants shall be responsible for visiting these sites regularly for all important updates.**

By my signature affixed hereto, I attest that I have read all of the above and understand the instructions and warnings.

Signature of Applicant

Date

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Cranford Police Department – Application for Employment

POLICE OFFICER ESSENTIAL FUNCTIONS

We must advise you that this is a physically demanding profession and you must be prepared to perform the following feats of physical agility, strength and dexterity. If you determine that the qualifications as described below would preclude you from this occupation, you may request to have your name removed from the employment list as promulgated by the Cranford Police Department.

- Walk, sometime for long periods of time, in extreme weather conditions, in physically hazardous locations.
- Run, sometimes sprinting at a high rate of speed for short distance, in extreme weather conditions, in physically hazardous locations.
- Ascend or descend stairs.
- Climb over, pull up over, and jump over obstacles.
- Jump down from elevated surfaces or areas.
- Climb or crawl through openings.
- Crawl under obstructions or in confined areas.
- Balance on uneven or narrow surfaces.
- Use body force to gain entrance or break through barriers.
- Push objects or persons.
- Lift and carry objects or persons.
- Drag objects or persons.
- Sit or stand for extended periods of time.
- Employ defense tactics using balance, leverage, concentration, control, power and opponent's power.
- Swim.
- Operate a motor vehicle, during the day and night, in emergency situations, at high rates of speed, on the open road or in congested traffic, in unsafe conditions caused by factors such as fog, smoke, rain, ice or snow.
- Detain individuals.
- Stop suspicious individuals and vehicles.
- Pursue fleeing suspects in a vehicle or on foot.
- Disarm persons.
- Restrain or subdue resisting suspects.
- Effectuate a full physical custody of arrest, forcibly if necessary, using handcuffs and other restraints.
- Conduct visual and audio surveillance.
- Issue summonses.
- Direct traffic, sometimes for long periods of time, using hand signals, flares, barricades, etc...
- Perform law enforcement patrol functions on foot or in a vehicle.
- Observe, record, recall and report incidents and information.
- Operate radar equipment.
- Administer field sobriety tests.
- Operate fire extinguisher.
- Fingerprint, photograph, and videotape individuals, objects and scenes.
- Transport citizens, prisoners, and committed mental patients, using handcuffs and other restraints, when appropriate.
- Work rotating shifts and adapt to irregular working conditions.
- Maintain mental alertness and readiness to act, even during periods of calm and inactivity.
- Identify, collect, label and preserve evidence.
- Secure the scene of a crime, emergency, or disaster.

Cranford Police Department – Application for Employment

- Stand guard at the scene of a crime, emergency, or disaster to prevent damage, loss, or injury.
- Control crowds.
- Secure and evacuate persons from particular areas using either verbal commands or the appropriate degree of physical force.
- Perform rescue and support functions at the scene of accidents, emergencies and disasters.
- Administer first aid.
- Physically check buildings including doors and windows, to ensure they are secure.
- Resolve hazardous conditions by direct action or notification of appropriate authority or agency.
- Perform searches of vehicles, peoples, buildings, and large outdoor areas, which may involve seeing, feeling, and detecting objects.
- Search for missing, wanted or lost persons and evidence.
- Load, unload, aim, and fire a handgun and shotgun in day and night conditions from a variety of body positions at the proficiency level required by qualification standards.
- Process arrested persons, which includes examining documents, communicating verbally and eliciting and recording information.
- Understand and follow orders, policies and procedures.
- Accept direction and function cooperatively as one member of a unit.
- Communicate effectively, verbally and in writing, detailing incidents and activities of those involved.
- Prepare written investigative and other reports including sketches and using appropriate grammar, symbols, and mathematical computations.
- Read and comprehend legal and non-legal documents including the preparation and processing of documents such as summonses, affidavits and warrants.
- Communicate effectively and coherently over the telephone, walkie-talkie or radio initiating or responding to verbal communications.
- Communicate effectively in court and in other formal settings.
- Communicate effectively with people including juveniles, by giving information and direction, by eliciting information, and by advising of rights, processes and procedures.
- Communicate effectively with individuals in an agitated or distraught condition.
- Integrate individual activities and goals with the efforts of other members of the law enforcement community for the promotion of common goals and objectives.
- Gather information by observation of behavior, visual inspection and oral communication; determine what information is significant, assess a situation based on that information, and exercise independent judgment to make decisions concerning choice of action and equipment.
- Perform a variety of tasks involving different and sometimes contrasting skills in rapid succession during a short period of time.
- Exercise independent judgment in determining when there is reasonable suspicion to detain, when probable cause exists to search and/or arrest, and when force may be used and to what degree.
- Endure verbal, mental and physical abuse including threats, taunts, and insults to self, family and fellow officers.
- Withstand exposure to and deal appropriately with stress involved in dealing with hostile views, opinion, and behavior in antagonistic settings, with crime victims, accident victims, disaster victims, and their families, with incidents of suicide and domestic violence.
- Ability to ensure the general safety of the public.
- Must have regular and predictable work attendance habits.
- Must report to work at an assigned time.

Cranford Police Department – Application for Employment

PERSONAL DOCUMENTS CHECKLIST

The following documents must be presented as part of the pre-employment process. If you cannot obtain any of these documents you must state in the section provided for additional information what documents you were unable to provide and the reason(s). This would include college transcripts. A lack of sufficient explanation for the missing document(s) will void your application.

Initial the appropriate space next to each document indicating that a copy of the required document has been supplied. If the document does not apply, indicate by N/A in the space provided. Missing documents will delay the application process. DO NOT INCLUDE ORIGINALS.

- _____ Birth Certificate
- _____ New Jersey Driver's License
- _____ Out of State Driver's License(s)
- _____ High School Diploma or GED Certificate
- _____ College Diploma
- _____ College Transcripts – Certified
- _____ Military Service Records (DD Form 214) and Discharge
- _____ Any Trade or Professional License(s)
- _____ Voter Registration Card
- _____ Social Security Card
- _____ U.S. Citizenship (Naturalization) Papers
- _____ Passport
- _____ Firearms ID Card
- _____ Police Training Commission Certificate
- _____ Other Law Enforcement Training Certificates
- _____ Professional Certificates, Awards, Commendations, etc. related to employment as police officer
- _____ Current Resume
- _____ Court Orders:
 - Certified Divorce Decree
 - Name Change(s)
 - Adoption(s)
 - Civil or Criminal Court Orders or Dispositions
 - Bankruptcy Order(s)
 - Ex Parte Orders
- _____ Recent Photograph of Yourself

NOTICE TO APPLICANT

Any candidate who makes a false statement, purposeful omission, misrepresentation or concealment of a material fact, or who practices, attempts to practice any deception or fraud in securing eligibility for appointment, or any candidate who provides answers contrary to official records, will be rejected from the application process and will be disqualified for employment eligibility.

By your signature below and on each page you acknowledge that you have read and understand that all information provided by you is true, complete, and accurate.

Cranford Police Department – Application for Employment

PERSONAL DATA

1. _____

Last Name
First Name
Middle Name

2. Date of Birth: ____/____/____ Place of Birth: _____

Month
Day
Year

3. Telephone Number: _____ Cell Phone Number: _____

4. Email Address: _____

5. Social Security Number: _____ - _____ - _____

6. Sex: _____ Height: _____ Weight: _____ Eye Color: _____ Hair Color: _____

7. United State Citizen: ___YES ___NO
 - a. If the answer to Question 7 is No, are you a Naturalized Citizen? ___YES ___NO
 - b. By what means did you obtain Naturalized Citizenship? ___Self ___Spouse ___Parents

8. Has your name ever been changed for any reason? ___YES ___NO
 - a. If the answer to Question 8 is Yes, please provide the following information:

 Previous Name: Last, First, Middle

 Reason for Change

 Jurisdiction Date

9. What is your marital status?
 ___Married ___Single ___Widow(er) ___Divorced ___Separated ___Civil Union

10. What classification most closely represents the current status of your residency?
 ___Own ___Rent/Lease ___Reside with parents, relative, friend, etc. ___Other

11. Starting with your present address and listing them in reverse chronological order, list all places where you have lived for the last 10 years. If additional space is needed, utilize the Additional Information section.

From: Month/Year	To: Month/Year	Street Address	City, State, Zip Code

Signature of Applicant

Date

Cranford Police Department – Application for Employment

12. List all persons that currently reside with you:

Name (Last, First, MI)	Relationship	Date of Birth

13. List all immediate family members, including parents, siblings, children, and current/former spouses and domestic partners:

Name (Last, First, MI)	Relationship	Complete Address

Cranford Police Department – Application for Employment

FIREARMS INFORMATION

14. Do you own firearms? ___YES ___NO

15. If yes, please provide the below information:

Handgun/Rifle/Shotgun	Make	Model	Caliber	Serial #

16. Do you possess a valid firearms I.D. Card? ___YES ___NO

a. If yes, what jurisdiction? _____

b. What is the SBI# (or ID#) _____

17. Have you ever had a firearms ID, permit to purchase a handgun, or hunting license?

___YES ___NO Which one(s) _____

18. Have you ever had a firearms ID, permit to purchase a handgun, or hunting license seized/revoked?

___YES ___NO Which one(s) _____

Why? _____

19. Have you ever had a firearms ID, permit to purchase a handgun, or hunting license denied?

___YES ___NO Which one(s) _____

Why? _____

20. Have you ever had a permit to carry a firearm? ___YES ___NO

If yes, explain where, when, why? _____

21. Have you ever had a carry permit denied/seized/revoked? ___YES ___NO

If yes, explain where, when, why? _____

Cranford Police Department – Application for Employment

29. Have you ever been evicted from a place of residence? ___ YES ___ NO

If yes, please explain: _____

30. List all previous marriage(s): ___ NONE

Name of Former Spouse	Address	Date of Birth	Telephone #

31. List current dating partner(s): ___ NONE

Name	Address	Date of Birth	Telephone #

32. Have there been any domestic violence issues with present/past dating partners? ___ YES ___ NO

If yes, provide details: _____

33. Have the police ever been called to any home or residence in which you have ever resided? ___ YES ___ NO

If yes, provide details: _____

Cranford Police Department – Application for Employment

EDUCATIONAL DATA

34. Have you earned a high school diploma? YES NO Year: _____

35. Have you earned a G.E.D. certificate? YES NO Year: _____

36. Have you ever been suspended or expelled from any educational institution for any reason? YES NO

If yes, please explain: _____

37. List in reverse chronological order all schools and colleges that you have attended starting with your most recent:

From Month/Year	To Month/Year	Name of School	City & State	Degree Attained

38. Major(s): _____ GPA: _____

39. Total Credits Achieved Towards Degree: _____

40. What College Degree(s) or Professional License(s) do you possess? _____

Cranford Police Department – Application for Employment

MILITARY SERVICE

41. Have you ever served in any branch of the United States Military or related organization? YES NO

If yes, From: ____/____/____ To: ____/____/____

Branch: _____ Serial Number: _____

Rank Upon Discharge: _____ Job/MOS: _____

Type of Discharge (Be specific): _____

Reason for Discharge: _____

(If you had more than one commission/enlistment, explain in the Additional Information Section.)

42. Has your discharge or separation ever been changed, upgraded, downgraded, or corrected? YES NO

If Yes, changed from _____ to _____

Authority: _____ Who requested the change: _____

Reason for the change: _____

43. List all medals and decorations awarded to you as a member of the armed forces: _____

44. Were you ever reprimanded, disciplined, tried, punished, demoted, attended Captain’s Mast, received an Article 15, Court Martial, etc. for any infraction of military rule, law, or regulations? YES NO

If yes, complete the table below:

Date	Charge/Proceeding	Disposition	Penalty

Cranford Police Department – Application for Employment

45. Are you now or have you ever been an active member of any branch of the United States Military Reserve or State National Guard? ____YES ____NO If yes, provide the information below:

If yes, From:____/____/____ To:____/____/____

Branch:_____ Serial Number:_____

Rank Upon Discharge:_____ Job/MOS:_____

Type of Discharge (Be specific):_____

Reason for Discharge:_____

46. Have you ever served in any military organization of any foreign government? ____YES ____NO

If yes, provide details:_____

47. Have you ever been denied/refused entry into the United States Military, Military Reserve, or National Guard? ____YES ____NO

If yes, explain the basis of denial below **(EXCEPT IF FOR MEDICAL REASONS)**

Cranford Police Department – Application for Employment

SELECTIVE SERVICE

48. How many selective service classifications have you had? _____

49. Were you ever classified 4-F? YES NO If yes, please explain: _____

50. Selective Service Number: _____ Local Board: _____

51. Last Classification: _____ Date Classified: _____

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LAW ENFORCEMENT EXPERIENCE

52. Are you presently a PTC certified police officer in New Jersey? YES NO
53. Are you currently employed as a Police Officer? YES NO _____ Department
54. Are you a graduate of the NJ Alternate Route Program? YES NO If yes, answer below:
Date of Graduation: _____ Academy Graduated: _____
55. Have you completed the Basic Course for SLEO Class II? YES NO If yes, answer below:
Date of Graduation: _____ Academy Graduated: _____
56. Are you currently serving as a police officer in another state? YES NO If yes, answer below:
Department: _____ City/State: _____
57. Have you ever been the subject of any internal affairs investigation or citizen complaint in the last five years?
 YES NO If yes, explain below and include dispositions:

58. Have you ever been suspended from duty, with or without pay, for any reason, except for medical reasons?
 YES NO If yes, explain below:

59. Have you ever been subject to any departmental disciplinary actions? YES NO If yes, explain:

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60. What assignments, special training, and skills do you have as a police officer?

61. Have you ever given an untruthful statement in court or to your current/past agency? ____ YES ____ NO

If yes, explain: _____

62. Please explain the reason(s) why you want to leave your current employer or why you left your previous law enforcement employer? _____

Cranford Police Department – Application for Employment

EMPLOYMENT BACKGROUND

63. Have you ever been fired, terminated, asked to leave, laid off, or resign or quit under questionable circumstances; or has any form of disciplinary action ever been taken against you by an employer:

____ YES ____ NO If yes, provide details below:

64. List all current and former employers (full-time, part-time, and seasonal) since the age of 18. List in reverse chronological order starting with your present employer and work backwards.

• Employer #1: _____

Address: _____

Telephone # _____ Full Time ____ Part Time

From: _____ To: _____

Position: _____ Supervisor Name: _____

Weekly Salary: _____ Hours per Week: _____

Reason for Leaving: _____

• Employer #2: _____

Address: _____

Telephone # _____ Full Time ____ Part Time

From: _____ To: _____

Position: _____ Supervisor Name: _____

Weekly Salary: _____ Hours per Week: _____

Reason for Leaving: _____

Cranford Police Department – Application for Employment

- Employer #3: _____
Address: _____
Telephone # _____ Full Time ____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____

- Employer #4: _____
Address: _____
Telephone # _____ Full Time ____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____

- Employer #5: _____
Address: _____
Telephone # _____ Full Time ____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____

Cranford Police Department – Application for Employment

- Employer #6: _____
Address: _____
Telephone # _____ Full Time ____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____

- Employer #7: _____
Address: _____
Telephone # _____ Full Time ____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____

- Employer #8: _____
Address: _____
Telephone # _____ Full Time ____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____

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- Employer #9: _____
Address: _____
Telephone # _____ _____ Full Time _____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____
- Employer #10: _____
Address: _____
Telephone # _____ _____ Full Time _____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____
- Employer #11: _____
Address: _____
Telephone # _____ _____ Full Time _____ Part Time
From: _____ To: _____
Position: _____ Supervisor Name: _____
Weekly Salary: _____ Hours per Week: _____
Reason for Leaving: _____

Cranford Police Department – Application for Employment

65. Have you ever made application with this agency before? ____ YES ____ NO If yes, when? _____

66. Have you ever made application for employment with any other police agency? ____ YES ____ NO

Date	Agency	Present Status

Cranford Police Department – Application for Employment

CIVIL, CRIMINAL, JUVENILE OFFENSES

67. Have you ever been detained, investigated, arrested, or charged as an adult for any crime, disorderly person offense, petty disorderly person offense, administrative code, or violation of local ordinance?

____ YES ____ NO If yes, provide details below:

Date	Violation	Disposition	Police Agency Involved

68. Have you ever been fingerprinted? ____ YES ____ NO If yes, answer below:

Date: _____ Agency: _____ Reason: _____

69. Do you possess a valid New Jersey Driver's License? ____ YES ____ NO

Driver's License Number: _____ Expiration Date: _____

70. Have you ever possessed a driver's license from any other state? ____ YES ____ NO If yes, answer below:

State: _____ Driver's License #: _____ Status: _____

71. Have your driving or registration privileges ever been suspended or revoked? ____ YES ____ NO

State	Date From	Date To	Reason

72. Have you ever received a summons for a violation of the Motor Vehicle Laws in this state or any other state (excluding parking violations)? ____ YES ____ NO If yes, provide details below:

Date	Violation	Disposition	Police Agency

Cranford Police Department – Application for Employment

73. Have you ever been stopped, detained, arrested, or charged with any violation for Driving While Under the Influence of Alcohol or Drugs? YES NO If yes, provide details below:

Date	Charges	Police Agency	Disposition

74. Do you currently have any penalty points on your driver’s license? YES NO Quantity _____

75. Do you own/lease a motor vehicle? YES NO If yes, provide details below:

Make	Model	License Plate / State

76. Do you regularly operate a motor vehicle owned by someone else for your personal use? YES NO

Make	Model	License Plate / State	Owner

Cranford Police Department – Application for Employment

FINANCIAL HISTORY

- 77. Have you ever been a party to civil judgment? YES NO
- 78. Have you ever been a party of a small claims court action? YES NO
- 79. Do you have any immediate civil action pending against you? YES NO
- 80. Have you ever had a civil judgment rendered against you? YES NO
- 81. Have you ever declared bankruptcy? YES NO
- 82. Have you ever had any property repossessed? YES NO
- 83. Have you ever been bonded? YES NO
- 84. Have you ever been refused to be bonded? YES NO

85. If you answer YES to any of these questions, you must provide full details in the section below:

Cranford Police Department – Application for Employment

DRUG EXPERIMENTATION & HISTORY

86. Have you ever smoked, experimented with, tasted, ingested, used, injected, sniffed, etc. any of the following?

Substance (circle each as applicable)	Yes	No	Month/Year	# of Times Used
Marijuana / Hashish				
Cocaine / Powder				
Cocaine / Crack				
Opium Derivative (Heroin, Morphine, Codeine, etc.)				
Amphetamines (Speed)				
Barbiturates (Reds/Downers)				
Inhalants (Glue, Solvents, Aerosols, Whippit, etc.)				
Anabolic Steroids				
Hallucinogenic (LSD, PCP, Mushrooms, Ecstasy)				
Quaaludes, Valium, Darvocet, Dilaudid, Percocet, etc.				
Club Drugs				
Any other drug/narcotic not specifically listed above				
Have you ever purchased/bought any of the above listed substances?				

87. Have you ever been investigated, arrested, or charged with any type of drug/narcotic related violation?
 ____YES ____NO

88. Have you ever used prescription medication that was prescribed to another person and not you?
 ____YES ____NO

89. Have you ever sold, distributed, or provided any person with or without their permission or consent any type of illegal drug/narcotic? ____YES ____NO

90. Have you ever participated in the production, manufacture, growing, delivery, transportation, smuggling, storage, or handling of any illegal drugs/narcotics for yourself or anyone else? ____YES ____NO

91. Have you ever made money or profit in any way from your involvement in drugs/narcotics? ____YES ____NO

Cranford Police Department – Application for Employment

MISCELLANEOUS INFORMATION

92. Have you ever been a member of any organized crime enterprise, street gang, or motorcycle gang or crew?
____ YES ____ NO If yes, provide details below:

93. Do you have any foreign language skills? ____ YES ____ NO
If yes, explain what language(s) and level of fluency (Read / Write / Speak):

94. Do you have any experience as an intern, volunteer, cadet, or explorer with this agency or any other law enforcement agency? ____ YES ____ NO If yes, provide details below:

95. Do you have any experience as a member (paid or volunteer) of any fire department?
____ YES ____ NO If yes, provide details below:

96. Do you have any experience as a member (paid or volunteer) of any rescue squad?
____ YES ____ NO If yes, provide details below:

97. Do you have any computer skills or experience? ____ YES ____ NO If yes, explain below:

Cranford Police Department – Application for Employment

REFERENCES

98. List three friends or associates as references. ***These are separate and apart from the three people who you had submit written recommendation letters to the Chief of Police.***

• Reference #1: _____

Home Address: _____

Telephone: _____ Email: _____

Work Address: _____

How long have you known this person: _____

• Reference #2: _____

Home Address: _____

Telephone: _____ Email: _____

Work Address: _____

How long have you known this person: _____

• Reference #3: _____

Home Address: _____

Telephone: _____ Email: _____

Work Address: _____

How long have you known this person: _____

Cranford Police Department – Application for Employment

RELEASE AUTHORIZATION

To all courts, probation departments, selective boards, physicians, hospitals, employers, educational and other institutions and agencies without exception.

I _____, am making an application for appointment to the Cranford Police Department. As a result, an investigation is being conducted to determine my eligibility.

Therefore, you are authorized to release to the Cranford Police Department or its representatives any and all information, documentary or otherwise, pertaining to me that they may request.

I hereby release, discharge and exonerate the Cranford Police Department, it's agents and representatives, and any person so furnishing information, from all liability of every nature and all kind arising out of furnishing, inspection or collection of such documents, records and other information or the investigation made by the Cranford Police Department.

DATE _____

APPLICANT NAME: _____

APPLICANT SIGNATURE: _____

WITNESS NAME: _____

WITNESS SIGNATURE: _____

Cranford Police Department – Application for Employment

DRUG SCREENING THROUGH URINALYSIS APPLICANT NOTICE & ACKNOWLEDGMENT

I, _____, understand that as part of the pre-employment process, the Cranford Police Department will conduct a comprehensive background investigation to determine my suitability for the position for which I have applied.

I understand that as part of this process, I will undergo drug testing through urinalysis. I understand that a negative drug test result is a condition of employment. I understand that if I refuse to undergo the testing, I will be rejected from employment.

I understand that if I produce a positive test result for illegal drug use, I will be rejected for employment.

I understand that if I produce a positive test result for illegal drug use or refuse to take the test, that information will be forwarded to the Central Drug Registry maintained by the Division of State Police. Information from that registry can be made available by court order or as part of a confidential investigation relating to employment with a criminal justice agency.

I understand that if I produce a positive test result for illegal drug use and am not currently employed as a sworn law enforcement officer, I will be barred from future law enforcement employment in New Jersey for two years from the date of the test. After this two-year period, the positive test result may be considered in evaluating my fitness for future criminal justice employment.

I understand that if I am currently employed as a sworn law enforcement officer and I produce a positive test result for illegal drug use, my current law enforcement employer will be notified of the positive test result. In addition, I will be dismissed from my law enforcement position and I will be permanently barred from law enforcement employment.

I have read and understand the information contained on this "Applicant Notice and Acknowledgment" form. I agree to undergo drug testing through urinalysis as part of the pre-employment process.

Signature of Witness

Signature of Applicant

Date

Date

Cranford Police Department – Application for Employment

PERSONAL HISTORY STATEMENT AFFIRMATION



I hereby affirm that this Application/Personal History Statement is true and accurate and contains no misrepresentations, falsifications, omissions of material facts or concealment of material facts. Additionally the information provided by me is true, accurate, and complete to the best of my knowledge and belief.

I am cognizant that statements made by me on this Application/Personal History Statement are subject to later investigation. Additionally, I realize that should any investigation disclose any misrepresentation, misstatement, falsification, omission or concealment of material fact, my application for the position is subject to rejection and my name may be removed from the eligibility list. If I have been already appointed to the position, I may be subject to dismissal.

I further understand that if there are any changes in my application answers from the date of my original application to the Cranford Police Department and to the date of any scheduled appointment, I will notify the Cranford Police Department of those changes, and if I fail to do so, I realize it is grounds for non-selection or dismissal from my position.

By my signature below and on the bottom of each page, I state that I have read and understood the above warning, and all information provided by me is true, complete, and accurate.

Signature of Applicant

Date

Cranford Police Department – Application for Employment

Below are the eligibility requirements for sworn position as per Cranford Police Department SOP # 20-03: Selection Process:

- a. NJSA 40A:14-122 stipulates that the mandatory qualifications for appointment as a municipal police officer are:
 - i. a citizen of the United States;
 - ii. sound in body and of good health sufficient to satisfy the board of trustees of the police and firemen's retirement system of New Jersey as to his eligibility for membership in the retirement system;
 - iii. able to read, write and speak the English language well and intelligently;
 - iv. of good moral character, and has not been convicted of any criminal offense involving moral turpitude.
- b. NJSA 40A:14-127 stipulates the following age requirements for appointment as a municipal police officer:
 - i. Except as otherwise herein provided, no person shall be appointed as a member or officer of the police department or force in any municipality who is under 21 or over 35 years of age.
 - ii. The provisions of this section are subject to chapter 98 of the laws of 1944 (C. 38:23A-2) relating to maximum age limits for persons serving in the armed forces of the United States as therein provided.
- c. NJAC 4A:4-4.7a(4)(i) contains additional criteria concerning eligibility for applicants with criminal convictions.
- d. The following education standards must also be met:
 - i. Within 6 months of the application date, and prior to appointment, applicants for sworn positions must have at least a 2 year college degree (Associate's Degree) or must have completed at least 60 college credits; OR
 - ii. Within 6 months of the application date, and prior to appointment, applicants for sworn positions must have at least 30 completed college credits AND at least 24 months military service with an honorable discharge or employment in a public safety related position.