

Hobart Police Department

705 East 4th Street Hobart, IN 46342-4440

Gregory J. Viator

Captain of Patrol Services



(219) 942-4439

Gviator@cityofhobart.org

March 12, 2018

Police Officer Applicant:

Congratulations and good luck as you move forward with the application process for the Hobart Police Department. Please read through this letter completely to determine the direction of your next course in our hiring process. **It is very important that you provide our agency with a current email address and phone number in case of a date or time change.**

Fulltime police applicant:

If you are currently a full time paid police officer (with at least 1 year of service) and have completed the law enforcement academy and hold the Indiana basic law enforcement certification; or hold an out of state certification that is accepted by the Indiana Law Enforcement Training Board you will need to do the following:

Complete the application in this packet and return it to the Hobart Police Station @ 705 East 4th Street no later than Friday April 13th 2018 at 6:00 pm. Accompanying this application you will need a copy of your drives license, and proof of your employment as a police officer (Police ID).

When you turn in your application you will need to pay a processing fee of \$26.00 in cash, you will also need to instruct the clerk that you need a "BLUE" POLICE OFFICER PACKET for the next step in your process.

General applicant:

In compliance with the General Orders for the hiring process of the Hobart Police Department the rules and regulations you are required to pass a written examination and physical ability test to proceed to the interview process.

Complete the application in this packet and return it to the Hobart Police Station @ 705 East 4th Street no later than Friday April 13th 2018 at 6:00 pm. Accompanying this application you will need to include a copy of your driver's license.

You will need to pay a processing fee of \$26.00 in cash, you will also need to instruct the clerk that you need a "WHITE" general application packet as the next step in your process.

The Written test will be held at the Hobart Police Department inside of the main gym at the second entrance of 4th street (705 East 4th Street Hobart, IN 46342) on **Saturday April 21st 2018 at 10:00 AM**. If you are not inside of the main gymnasium area at this time you will be eliminated from the process. Upon completion of the written test you will be notified if you have passed or failed. If you pass the written examination you will be able to participate in the physical ability testing following the written test (time to be determined at the time of the written examination) Hobart Police Department (705 East 4th Street Hobart, IN 46342).

You will be required to have a valid State Identification when you arrive for check in to take the written examination.

If you complete and pass the written and physical test you will be given your interview date and time before you are dismissed from the testing process this date and time will be during the week of April 24th 2018 starting at 8:30 am continuing to 3:30pm.

If there are any issues or problems you may contact the office of the patrol commander by email. patrolsec@cityofhobart.org

Gregory J. Viator

Hobart Police Department

Employment Application

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status or any other legally protected status. We are an equal opportunity employer. The questions contained herein are necessary due to the nature of the position desired.

Once deemed suitable for an offer of employment, applicants will be given a more detailed background investigation worksheet to complete before hiring. The applicant is required to complete all forms in handwritten, black ink accurately and thoroughly or typed.

Position Applied for: Full-time Police Officer	Date of Application
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Last Name	First Name	Middle Name
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Address (Street)	City	State	ZIP Code
Email:			

Telephone Numbers

1. Are you a citizen of the United State?	Yes	No
If no, will you be able to prove eligibility for employment?	Yes	No
2. Have you been convicted of a felony	Yes	No
3. All municipal agencies are required to participate in the Public Employees Retirement Fund for pension and disability benefits, and it prohibits any new members that have reached their thirty-sixth, (36th) birthday prior to acceptance. Will this exclude you?	Yes	No
4. Do you have a valid driver's license?	Yes	No
5. Do you have reliable transportation?	Yes	No
6. Are you available for shift work?	Yes	No
7. Are you available to travel if required?	Yes	No
8. Are you currently employed?	Yes	No
9. May we contact your present employer?	Yes	No
10. Are you a graduate of the Indiana Law Enforcement Academy?	Yes	No
11. Have you been a full-time Police Officer for at least one year?	Yes	No

EDUCATION:

	Name & Address of School	Course of Study	Years Completed	Diploma or Degree	
Elementary School					
High School					
Undergraduate College					
Graduate Professional					
Other (Specify)					

MILITARY SERVICE:

Branch of Service	# of years Served	Highest Rank Attained	Date of Separation	MOS/AFSC or Specialty	Type of Discharge

List and describe any specialized training received in the United States Military:

(Applicants may be asked to provide a photocopy of DD FM 214)

JOB-RELATED TRAINING:

List and describe any job-related training, apprenticeships or skills:

EXTRA-CURRICULAR ACTIVITIES:

OTHER QUALIFICATIONS/SPECIALIZED SKILLS:

EMPLOYMENT EXPERIENCE:

Start with your current or last employer, including any military service assignments; volunteer activities, etc

1. Employer	Dates Employed	Tasks Performed
Address	Starting/Final Salary	
Telephone Number		
Title	Supervisor	
Reason for Leaving		
2. Employer	Dates Employed	Tasks Performed
Address	Starting/Final Salary	
Telephone Number		
Title	Supervisor	
Reason for Leaving		
3. Employer	Dates Employed	Tasks Performed
Address	Starting/Final Salary	
Telephone Number		
Title	Supervisor	
Reason for Leaving		
4. Employer	Dates Employed	Tasks Performed
Address	Starting/Final Salary	
Telephone Number		
Title	Supervisor	
Reason for Leaving		

REFERENCES:

List three non-family member references that you have known for at least three years.

1. Name	Phone Number
Address	
2. Name	Phone Number
Address	
3. Name	Phone Number
Address	

APPLICANT'S STATEMENT

What prompted you to seek employment with the Hobart Police Department?

I affirm the answers contained herein are true and complete to the best of my knowledge.

The Hobart Police Department has my permission to investigate all statements/answers contained in this application as necessary to make a decision regarding my potential employment.

I understand that false or misleading information provided by me in this application may result in my being denied employment. Furthermore, I understand that such information may result in my discharge, should such false or misleading information be discovered following my employment with the Hobart Police Department.

Signature of Applicant

Date