

Preliminary Application & Authorization  
For Criminal History Investigation  
Barwick Police Department

Please complete the preliminary application for employment. You are also required to submit several forms of identification, including high school diploma or G. E. D., driver license, birth certificate, social security card, military discharge for DD214 (if applicable), and college diploma (if applicable). Your preliminary application will be reviewed, and a background investigation will be performed. If your preliminary application and investigation are within the acceptable limits of the Barwick Police Department, you will be contacted to complete a formal City of Barwick application for employment.

**PERSONAL INFORMATION:**

Full Name: \_\_\_\_\_  
First Middle Last  
Street Address \_\_\_\_\_ Phone: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
S. S. # \_\_\_\_\_ Driver's License # \_\_\_\_\_ Exp. Date \_\_\_\_\_ State of Issue \_\_\_\_\_

When are you available to begin working with the Barwick Police Department? \_\_\_\_\_

Have you passed your twenty-first birthday? \_\_\_\_\_ Yes \_\_\_\_\_ No

**CRIMINAL HISTORY:**

Have you ever been charged, plead guilty or been convicted of an offense in:

- Municipal and/or City Court? Yes \_\_\_\_\_ No \_\_\_\_\_
- State Court? Yes \_\_\_\_\_ No \_\_\_\_\_
- Federal Court? Yes \_\_\_\_\_ No \_\_\_\_\_

Please give offense, date, location and disposition of case to all yes answers above (use back of page if more room is needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BACKGROUND INVESTIGATION:**

The City of Barwick requires all employees to submit to a pre-employment background investigation. Please complete the attached Criminal History Report form, Personal History Release and SF 180 (former military personnel only), which will authorize the City of Barwick to receive any background record information pertaining to you.

**IDENTIFICATION:**

The forms of identification listed below must be received for this preliminary application to be processed. Original or certified (raised seal) copies are required.

Driver's License	Received by Human Resources ___ Yes ___ No
High School Diploma or G. E. D.	Received by Human Resources ___ Yes ___ No
Birth Certificate	Received by Human Resources ___ Yes ___ No
Social Security Card	Received by Human Resources ___ Yes ___ No
DD214 (for former military personnel)	Received by Human Resources ___ Yes ___ No
College Diploma (if applicable)	Received by Human Resources ___ Yes ___ No

**EDUCATION BACKGROUND:**

Are you certified as a George Peace Officer? \_\_\_ Yes \_\_\_ No

If yes, please give certification number \_\_\_\_\_

Are you a high school graduate or equivalent? \_\_\_ Yes \_\_\_ No

Name and address of School: \_\_\_\_\_

Have you received a college degree? \_\_\_ Yes \_\_\_ No

Check degree level: \_\_\_\_\_ Associate \_\_\_\_\_ Bachelor.

Major/Course of study \_\_\_\_\_

Name and address of school \_\_\_\_\_

**REVELANT EXPERIENCE:**

Please list any employment relative to a career in law enforcement. Include Military, Law enforcement of security employment.

Name of Agency	Address	Dae of Employment	Position Held

Have you been employed with a State of Georgia law enforcement agency for less than 2 years? \_\_\_ Yes \_\_\_ No

If so, are you familiar with Georgia Criminal & Motor Vehicle Law 38-5-22 pertaining to training expense:

\_\_\_ Yes \_\_\_ No

Are you obligated to any law enforcement agency under the provisions of Georgia Criminal & Motor Vehicle Law 35-8-22?

\_\_\_ Yes \_\_\_ No

I understand that the City of Barwick is committed to providing qual oppportunity in all employment practices, including but not limited to selection, hiring, promotion, transfer and compensation to all qualified applicants and employees regardless of age, race, national original, religion, handicap, disability, or any other category protected by law. I understand that is the policy of the City of Barwick to consider all applicants for employment based on their qualifications in light oof job vacancies. A description of the position for which I am applying has been made available to me. I understand that the preliminary employment application and any further employment applicant or City of Barwick documents are not promises of employment. Should I be employed, I understand that my employment will be on a trail period of six months from the date of hiring. I further understand that, if I am employed, I can terminate my employment at any time with or without cause and with or without advance notice, and that the City of Barwick has similar right. I understand that no manager or representative of the City of Barwick has any authority to enter into any agreement for employment for any specified period, or to make any agreement contrary to the foregoing unless executed by the City Manager/General Superintendent in writing. The information given by me in this preliminary application is true and complete to the best of my knowledge. I agree that if the information is found to be false, misleading, or unsatisfactory in any respect in the City of Barwick’s judgement that ZI will be disqualified from consideration or subject to immediate dismissal if discovered after I am hired.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Thank you again for interest in employment with the City of Barwick Police Department. This is only preliminary application. After completion, you are required to submit copies of the specified forms of identification. Your preliminary application materials will be reviewed, and a background investigation will be performed. If your preliminary application and investigation are within the acceptable limits of the Barwick Police Department, you will be contact to complete a formal City of Barwick applicant for employment.