



POLICE CADET APPLICATION



WHAT DUTIES DOES A POLICE CADET PERFORM?

- PARKING ENFORCEMENT
- PATROL THE COLLEGE CAMPUS ON FOOT AND IN CARTS
- PROVIDE SAFETY ESCORTS AS NEEDED
- ANSWER CALLS FOR SERVICE
- SECURITY AND TRAFFIC CONTROL FOR EVENTS
- MONITOR VIDEO SURVEILLANCE CAMERAS
- ASSIST OFFICERS, STAFF, STUDENTS, AND VISITORS WITH CUSTOMER SERVICE

REQUIREMENTS TO BECOME A POLICE CADET:

- MUST BE CURRENTLY ENROLLED IN A MINIMUM OF 12 UNITS OF INSTRUCTION (FULL-TIME STUDENT)
- NO SERIOUS CRIMINAL HISTORY, MUST BE ABLE TO PASS A BACKGROUND INVESTIGATION
- CLEAN DRIVING RECORD
- VALID CALIFORNIA DRIVER'S LICENSE (CLASS "C")
- MUST BE ABLE TO UNDERSTAND AND FOLLOW BOTH ORAL AND WRITTEN INSTRUCTIONS
- MUST BE ABLE TO WORK EFFICIENTLY WITH LITTLE DIRECTION OR SUPERVISION
- MUST HAVE RELIABLE TRANSPORTATION
- MUST BE ABLE TO EFFECTIVELY COMMUNICATE BOTH ORALLY AND IN WRITING

UPON COMPLETION OF APPLICATION RETURN TO COLLEGE POLICE

Moorpark College
7075 Campus Road
Moorpark, CA 93021
Ph: (805) 378-1455
Fx: (805) 523-8499

Oxnard College
4000 South Rose Avenue
Oxnard, CA 93033
Ph: (805) 678-5805
Fx: (805) 488-6781

Ventura College
4667 Telegraph Road
Ventura, CA 93003
Ph: (805) 289-6486
Fx: (805) 289-6386



VCCCD POLICE DEPARTMENT CADET APPLICATION



TO THE APPLICANT:

TYPE OR PRINT ANSWERS LEGIBLY IN **BLACK INK ONLY!** IF YOU NEED ADDITIONAL SPACE TO ANSWER A QUESTION, USE AN ADDITIONAL SHEET OF PAPER AND ATTACH IT TO THE BACK OF THE APPLICATION.

PLEASE DO NOT LEAVE ANY AREAS BLANK. IF AN AREA DOES NOT APPLY TO YOU, TYPE OR WRITE "N/A" (NOT APPLICABLE) IN THE SPACE PROVIDED.

BELOW IS A LIST OF REQUIRED DOCUMENTS OF WHICH MUST BE TURNED IN WITH THIS APPLICATION. UNDERSTAND THAT IT IS YOUR RESPONSIBILITY TO SUBMIT ALL OF THESE DOCUMENTS. FAILURE TO SUBMIT THESE DOCUMENTS WILL RESULT IN YOUR APPLICATION BEING REMOVED FROM CONSIDERATION FOR THIS POSITION WITH THE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT.

REQUIRED DOCUMENTS

COPIES OF THE FOLLOWING DOCUMENTS MUST BE TURNED IN WITH THIS APPLICATION:

- SOCIAL SECURITY CARD
- CALIFORNIA DRIVER'S LICENSE
- CURRENT SCHOOL/CLASS SCHEDULE
- ANY OTHER CERTIFICATES, AWARDS, RECOGNITIONS, ETC. THAT YOU WOULD LIKE CONSIDERED



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SEMESTER APPLYING FOR: SPRING SUMMER FALL YEAR: _____
 CAMPUS APPLYING FOR: OXNARD VENTURA MOORPARK

APPLICANT INFORMATION

 LAST NAME FIRST NAME MIDDLE NAME

 ADDRESS CITY ZIP CODE HOME PHONE CELL PHONE

 DATE OF BIRTH AGE PLACE OF BIRTH ARE YOU A U.S. CITIZEN?

 HEIGHT WEIGHT HAIR EYES DRIVER'S LICENSE / IDENTIFICATION NUMBER

 SOCIAL SECURITY NUMBER E-MAIL ADDRESS

SCHOOL INFORMATION

 SCHOOL ATTENDING UNITS SCHOOL I.D. NUMBER GPA MAJOR

 HIGH SCHOOL ATTENDED GRADUATION YEAR H.S. GPA

WORK INFORMATION

 CURRENT / PREVIOUS PLACE OF EMPLOYMENT POSITION HELD SUPERVISOR'S NAME

 PLACE OF EMPLOYMENT ADDRESS CITY ZIP CODE SUPERVISOR'S PHONE

AVAILABILITY:

MONDAY: _____ TUESDAY: _____
 WEDNESDAY: _____ THURSDAY: _____
 FRIDAY: _____ SATURDAY: _____

NOTE: SOME SPECIAL EVENTS MAY REQUIRE EXTRA WEEKEND HOURS IN ADDITION TO REGULARLY SCHEDULED HOURS.



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HAVE YOU EVER BEEN ARRESTED? YES NO

HAVE YOU EVER RECEIVED A TRAFFIC CITATION (TICKET)? YES NO

HAVE YOU EVER RECEIVED A WARRANT AS A RESULT OF A CITATION? YES NO

HAVE YOU EVER BEEN QUESTIONED BY THE POLICE? YES NO

IF YOU ANSWERED "YES" TO ANY OF THE ABOVE QUESTIONS, PLEASE SUPPLY THE FOLLOWING INFORMATION:

DATE AGENCY CHARGE REASON

DATE AGENCY CHARGE REASON

DATE AGENCY CHARGE REASON

HAVE YOU EVER BEEN TREATED UNFAIRLY BY A POLICE OFFICER? YES NO

EXPLAIN

HAVE YOU EVER WORKED AT A JOB WHERE YOU FELT YOU WERE OVER-QUALIFIED FOR MANY OF THE DUTIES, SUCH AS CLEANING OR INACTIVE/BORING POSITIONS? YES NO

EXPLAIN

DO YOU HAVE ANY RELATIVES EMPLOYED BY THE COLLEGE DISTRICT? YES NO

WHO?

ARE YOU IN OR HAVE YOU EVER SERVED IN THE MILITARY? YES NO

DETAILS

ARE YOU OR HAVE YOU EVER BEEN A POLICE EXPLORER OR CADET? YES NO

DEPARTMENT

ARE YOU OR HAVE YOU EVER BEEN INVOLVED IN SCOUTING? YES NO

EXPLAIN



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WHAT WOULD YOU CONSIDER TO BE YOUR STRENGTHS AND WEAKNESSES?

WHY ARE YOU INTERESTED IN BECOMING A POLICE CADET?

DO YOU HAVE ANY FRIENDS OR RELATIVES IN LAW ENFORCEMENT?

WHAT IS YOUR ULTIMATE CAREER GOAL?



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IMPORTANT: ALL SPACES BELOW MUST BE COMPLETELY FILLED WITH CORRECT AND CURRENT INFORMATION. FAILURE TO DO SO WILL CAUSE THIS APPLICATION TO BE DISMISSED.

PERSONAL REFERENCES:

LIST **THREE** PEOPLE, OTHER THAN FAMILY MEMBERS AND PREVIOUS EMPLOYERS, WHO CAN PROVIDE A REFERENCE OF CHARACTER.

1	_____	_____	_____
	NAME	RELATIONSHIP	YEARS KNOWN
	_____	_____	
	ADDRESS	PHONE	
2	_____	_____	_____
	NAME	RELATIONSHIP	YEARS KNOWN
	_____	_____	
	ADDRESS	PHONE	
3	_____	_____	_____
	NAME	RELATIONSHIP	YEARS KNOWN
	_____	_____	
	ADDRESS	PHONE	

PROFESSIONAL REFERENCES:

LIST **THREE** PEOPLE WHO CAN PROVIDE A REFERENCE OF WORK ETHIC.

1	_____	_____	_____
	NAME	RELATIONSHIP	YEARS KNOWN
	_____	_____	
	ADDRESS	PHONE	
2	_____	_____	_____
	NAME	RELATIONSHIP	YEARS KNOWN
	_____	_____	
	ADDRESS	PHONE	
3	_____	_____	_____
	NAME	RELATIONSHIP	YEARS KNOWN
	_____	_____	
	ADDRESS	PHONE	



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— PRE-APPOINTMENT QUESTIONNAIRE —

READ AND ANSWER THE FOLLOWING QUESTIONS CAREFULLY AND HONESTLY. ANSWERS ARE SUBJECT TO VERIFICATION BY A POLYGRAPH EXAMINATION. A LIVESCAN FINGERPRINTING WILL BE CONDUCTED PRIOR TO HIRE.

A "YES" ANSWER IS NOT IN AND OF ITSELF GROUNDS FOR DISQUALIFICATION, WHEREAS AN UNTRUTHFUL RESPONSE WILL BE.

1. HAVE YOUR EVER COMMITTED ANY OF THE FOLLOWING ACTS?

- | | | |
|---|------------------------------|-----------------------------|
| ARSON (INTENTIONALLY STARTING A FIRE) | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| BURGLARY (ENTRY OF A BUILDING OR VEHICLE TO COMMIT A THEFT OR OTHER CRIME) | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| ROBBERY (THEFT FROM ANOTHER PERSON USING WEAPON OR FORCE) | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| HOMICIDE | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| PETTY THEFT | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| GRAND THEFT | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| FORGERY | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| VANDALISM | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| ILLEGAL GAMBLING | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| DRUNK IN PUBLIC | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| INDECENT EXPOSURE | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| HIT AND RUN | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| POSSESS ALCOHOL AS A MINOR | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| POSSESS OR USED AN ALTERED I.D. OR LICENSE | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| KIDNAPPING | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| POSSESS STOLEN PROPERTY | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| DOMESTIC VIOLENCE | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| EXTORTION (BLACKMAIL) | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| EMBEZZLEMENT (THEFT OF MONEY OR OTHER VALUABLES ENTRUSTED TO YOU) | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| RAPE (VAGINAL ANAL, OR ORAL PENETRATION WITH BODY PART OR OBJECT WITHOUT CONSENT) | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| ASSAULTED OR HIT ANOTHER PERSON | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| HIT YOUR SPOUSE, GIRLFRIEND, BOYFRIEND, ETC. | <input type="checkbox"/> YES | <input type="checkbox"/> No |
| BEEN INVOLVED IN A FIGHT, WHETHER YOU STARTED IT OR NOT | <input type="checkbox"/> YES | <input type="checkbox"/> No |

IF SO, CHECK THE APPROPRIATE BOX OF HOW MANY FIGHTS:

- 1-5 6-10 11-15 16+

IF YOU ANSWERED "YES" TO ANY OF THE QUESTIONS, EXPLAIN: _____



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PRE-APPOINTMENT QUESTIONNAIRE — CONTINUED —

2. HAVE YOU EVER TAKEN, BORROWED, OR ILLEGALLY GIVEN AWAY MERCHANDISE, COMPANY PROPERTY, OR EQUIPMENT – INCLUDING MONEY – TO FRIENDS, RELATIVES, OR CO-WORKERS WITHOUT PERMISSION? YES NO

IF YOU ANSWERED “YES” TO THE ABOVE QUESTION, PLEASE NAME WHAT WAS TAKEN AND ESTIMATE THE TOTAL DOLLAR VALUE OF ALL SUCH MERCHANDISE, COMPANY PROPERTY, OR EQUIPMENT – INCLUDING MONEY.

_____	_____
NAME OF ITEM TAKEN	ESTIMATED DOLLAR AMOUNT
_____	_____
NAME OF ITEM TAKEN	ESTIMATED DOLLAR AMOUNT
_____	_____
NAME OF ITEM TAKEN	ESTIMATED DOLLAR AMOUNT

3. HAVE YOU EVER SOLD NARCOTICS OR DRUGS, INCLUDING MARIJUANA? YES NO

IF YOU ANSWERED “YES” TO THE ABOVE QUESTION, ANSWER THE FOLLOWING QUESTIONS:

_____	_____	_____	_____
SUBSTANCE	NUMBER OF TIMES	TOTAL PROFIT	DATE LAST SOLD
_____	_____	_____	_____
SUBSTANCE	NUMBER OF TIMES	TOTAL PROFIT	DATE LAST SOLD
_____	_____	_____	_____
SUBSTANCE	NUMBER OF TIMES	TOTAL PROFIT	DATE LAST SOLD

4. HAVE YOU EVER SUPPLIED, MANUFACTURED, POSSESSED, OR CULTIVATED ANY DRUG, NARCOTIC, OR ANY OTHER ILLEGAL SUBSTANCE? YES NO

IF YOU ANSWERED “YES” TO THE ABOVE QUESTION, PLEASE NAME THE SUBSTANCE(S) AND EXPLAIN.

_____	_____
SUBSTANCE	EXPLAIN
_____	_____
SUBSTANCE	EXPLAIN



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PRE-APPOINTMENT QUESTIONNAIRE — CONTINUED —

5. HAVE YOU EVER COMMITTED ANY CRIMINAL ACT NOT PREVIOUSLY MENTIONED? YES NO

CRIMINAL ACT

EXPLAIN

6. HAVE YOU EVER BEEN ACCUSED OF, OR BEEN THE VICTIM OF, SEXUAL HARASSMENT OR DISCRIMINATION? YES NO

EXPLAIN

7. HAVE YOU EVER ASSOCIATED WITH, OR DO YOU KNOW ANY MEMBERS OF ANY STREET GANG OR ANY ORGANIZED CRIME GROUP (INCLUDING OUTLAW MOTORCYCLE GROUPS OR PRISON GANGS)? YES NO

EXPLAIN AND NAME OF GANG

8. HAVE YOU EVER BEEN TO ANY FUNCTION WHERE STREET GANGS OR ORGANIZED CRIME GROUPS WERE PRESENT? YES NO

EXPLAIN

9. HAVE YOU EVER INTENTIONALLY OMITTED ANY FACTS, INFORMATION OR PROVIDED FALSE INFORMATION ON ANY JOB APPLICATION? YES NO

EXPLAIN

10. HAVE YOU EVER SOLICITED OR ATTEMPTED TO SOLICIT FOR PAID SEX? YES NO

EXPLAIN

11. HAVE YOU EVER RECEIVED PAYMENT FOR A SEXUAL ACT? YES NO

EXPLAIN

12. HAVE YOU EVER BEEN REQUIRED TO REGISTER AS A SEX OFFENDER? YES NO

EXPLAIN



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PRE-APPOINTMENT QUESTIONNAIRE — CONTINUED —

13. HAVE YOU EVER BEEN CONVICTED BY A COURT OF LAW OR A MILITARY TRIBUNAL? YES NO

_____	_____	_____
PLACE OF OFFENSE	DISPOSITION	DATE
_____	_____	_____
PLACE OF OFFENSE	DISPOSITION	DATE
_____	_____	_____
PLACE OF OFFENSE	DISPOSITION	DATE
_____	_____	_____
PLACE OF OFFENSE	DISPOSITION	DATE

14. HAVE YOU EVER USED A SOCIAL SECURITY NUMBER OTHER THAN YOUR OWN? YES NO

EXPLAIN

15. HAS YOUR DRIVER'S LICENSE EVER BEEN SUSPENDED OR REVOKED, OR HAS YOUR PRIVILEGE TO DRIVE EVER BEEN RESTRICTED OR PUT ON PROBATION? YES NO

EXPLAIN

16. LIST ALL CITATIONS (TICKETS) YOU HAVE RECEIVED IN THE PAST SEVEN YEARS. NONE

_____	_____	_____	_____	_____
CITATION	NATURE	AGENCY	CITY	DATE
_____	_____	_____	_____	_____
CITATION	NATURE	AGENCY	CITY	DATE
_____	_____	_____	_____	_____
CITATION	NATURE	AGENCY	CITY	DATE
_____	_____	_____	_____	_____
CITATION	NATURE	AGENCY	CITY	DATE
_____	_____	_____	_____	_____
CITATION	NATURE	AGENCY	CITY	DATE
_____	_____	_____	_____	_____
CITATION	NATURE	AGENCY	CITY	DATE



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PRE-APPOINTMENT QUESTIONNAIRE — CONTINUED —

“I AM AWARE THAT ANY FALSE STATEMENT OR OMISSION ON THIS QUESTIONNAIRE MAY CAUSE MY NAME TO BE REMOVED FROM THE ELIGIBILITY LIST, OR BE CAUSE FOR IMMEDIATE DISMISSAL, IF ANY FALSE STATEMENTS ARE LATER DISCOVERED.”

DO YOU UNDERSTAND THIS ADMONISHMENT? YES NO

DO YOU HAVE ANY QUESTIONS ABOUT THIS ADMONISHMENT? YES NO

PLEASE STATE YOUR QUESTION(S)

APPLICANT'S SIGNATURE

DATE

APPLICANT'S PRINTED NAME





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— ADVISEMENT TO APPLICANTS —

A thorough background investigation entails inquiries into the facts surrounding the acts or conduct of an applicant for employment that bears a demonstrable relationship to the applicant's fitness for employment. The purpose of a pre-employment background investigation is to verify the application you have submitted, and any statements you have made to your prospective employer concerning your qualifications.

The California Courts have held that an employer has a legal duty to know the persons who it employs. In some cases, California law may mandate a background investigation before employment, while in other cases it is merely a case of public policy or prudence before placing someone in a position of public trust.

For some people, there may be one or more incidents or occurrences in their background which they regret, over which they may feel some embarrassment. A prospective employer will not make inquiries into areas of a person's background which have no legitimate bearing on their qualifications for the job.

*Understand that the mere presence of so-called "negative" information in your Background is not automatically disqualifying. For example, an applicant may have engaged in petty theft, have used illegal drugs, may have been fired from a job, or even have been convicted of a crime. While these events, in and of themselves, may not automatically remove that person from consideration for a job, **lying about them will!***

A pre-employment background investigation is not intended to be an intimidating experience or an unwarranted invasion of your privacy. Your background investigator will contact persons who know you and will examine official documents and records concerning you to assure that you have been honest in your application, in order to fulfill the legal mandates imposed by the Courts and the Legislature. The more forthright you have been, the greater the likelihood that your background can be completed in a timely and successful manner.

CERTIFICATION

I understand that any false statements and/or deliberate misrepresentations, whether by omission or commission, will result in my application being automatically and irrevocably rejected from further consideration. I certify that I have read the above statement and understand its contents.

APPLICANT'S SIGNATURE

DATE

APPLICANT'S PRINTED NAME



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— AUTHORIZATION TO RELEASE INFORMATION —

AS AN APPLICANT FOR A POSITION WITHIN THE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT (VCCCD) POLICE DEPARTMENT, I AM REQUIRED TO FURNISH INFORMATION FOR THE USE IN DETERMINING MY ELIGIBILITY, FITNESS, MORAL, PHYSICAL, AND MENTAL QUALIFICATIONS.

I HEREBY AUTHORIZE THE RELEASE OF ANY AND ALL INFORMATION YOU MAY HAVE CONCERNING ME, INCLUDING BUT NOT LIMITED TO, INFORMATION OF A CONFIDENTIAL OR PRIVILEGE NATURE, OR ANY DATA OR MATERIALS WHICH HAVE BEEN SEALED OR UNDERSTOOD TO BE WITHHELD PURSUANT TO ANY PRIOR AGREEMENT OR COURT PROCEEDING INVOLVING DISCIPLINARY MATTER. SUCH INFORMATION MAY ALSO INCLUDE, BUT NOT LIMITED TO, PERFORMANCE EVALUATIONS, DMV RECORDS, BACKGROUND INVESTIGATION REPORTS, POLYGRAPH EXAMINATION RESULTS, AND ANY AND ALL INTERNAL AFFAIRS INVESTIGATIONS, COMPLAINTS, OR GRIEVANCES FILED BY, OR AGAINST ME, TO ANY AUTHORIZED REPRESENTATIVE OF THE VCCCD POLICE DEPARTMENT.

I ALSO AUTHORIZE RELEASE OF INFORMATION CONCERNING MY HONESTY AND INTEGRITY, INCLUDING INFORMATION OBTAINED FROM, BUT NOT LIMITED TO, LANDLORDS, NEIGHBORS, AND RELATIVES.

I HEREBY RELEASE, DISCHARGE, AND EXONERATE THE VCCCD, THE VCCCD POLICE DEPARTMENT, THEIR AGENTS AND REPRESENTATIVES, AND ANY PERSON FURNISHING INFORMATION FROM ANY AND ALL LIABILITY OF EVERY NATURE AND KIND ARISING OUT OF THE FURNISHING AND INSPECTION OF SUCH DOCUMENTS, RECORDS, AND OTHER INFORMATION, AND THIS RELEASE SHALL BE BINDING OF MY LEGAL REPRESENTATIVES, HEIRS, AND ASSIGNS.

AUTHORIZATION

THIS AUTHORIZATION, OR A PHOTOCOPY OF IT, WHEN PRESENTED IN PERSON BY AN OFFICIAL OF THE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT POLICE DEPARTMENT OR THROUGH THE U.S. MAIL, IN CONJUNCTION WITH AN OFFICIAL REQUEST, IS VALID IF PRESENTED WITHIN ONE (1) YEAR FROM THE DATE INDICATED BELOW, EVEN THOUGH THE SAID COPY DOES NOT CONTAIN AN ORIGINAL WRITING OF MY SIGNATURE.

APPLICANT'S SIGNATURE

DATE

APPLICANT'S PRINTED NAME