

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

## Employment Application

Bossier Parish Communications does not discriminate in hiring or employment on the basis of race, color, religion, creed, sex, national origin, handicap, veteran status, or on the basis of age. No question in this application is intended to secure information to be used for discriminatory purposes.

Any employment offers are contingent upon the successful completion of a background process, which may include a law enforcement records check, a medical examination, and/or drug screening.

**DO NOT WRITE IN THIS BLOCK**

DRIVERS LICENSE CHECK: \_\_\_\_\_

CRIMINAL HISTORY CHECK: \_\_\_\_\_

BACKGROUND CHECK: \_\_\_\_\_

ATTACH  
A  
COPY OF  
DRIVER'S  
LICENSE

Instructions: Answer ALL questions. If a question is not applicable, mark it (N/A). ALL applicants must complete their own application.

### Applicant Information

Full Name: \_\_\_\_\_ Are you currently 18 years of age or older: YES NO  
*Last First Middle*

Maiden name of female applicant: \_\_\_\_\_

Other names and/or nicknames: \_\_\_\_\_

Residence Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Mailing Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

Social Security No.: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State and Class: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Date available to begin work: \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you authorized to work in the US? YES NO Are you willing to work overtime? Yes No

Are you over the age of 18? YES NO

Are you related to anyone working for Bossier Parish Communications? YES NO If yes, Name: \_\_\_\_\_  
Relationship: \_\_\_\_\_

Have you ever worked in public safety? YES NO If yes, when? \_\_\_\_\_

Do you have any communications experience?

## Education

Grammar School: \_\_\_\_\_ Date Entered: \_\_\_\_\_

Junior High School: \_\_\_\_\_ Date Entered: \_\_\_\_\_

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

Major Subjects: \_\_\_\_\_ Minor Subjects: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

Professional Licenses or Certifications: \_\_\_\_\_

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

Other Job Related  
Training: \_\_\_\_\_

Professional  
Memberships: \_\_\_\_\_

Foreign Languages  
Spoken: \_\_\_\_\_

## References

Please list three reputable references who have known you during the last 5 years. DO NOT list relatives or former employers

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

## Residence Record

*Please list all places you have resided during the last 2 years.*

Address: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for move: \_\_\_\_\_

Address: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for move: \_\_\_\_\_

Address: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for move: \_\_\_\_\_

Address: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for move: \_\_\_\_\_

Address: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for move: \_\_\_\_\_

## Health

Do you suffer from any physical or mental disability that would prevent you from performing your job duties in a safe and efficient manner? YES NO

## Legal

*Please list your traffic violations during the past 3 years.*

Violation: \_\_\_\_\_ Date: \_\_\_\_\_

Violation: \_\_\_\_\_ Date: \_\_\_\_\_

Violation: \_\_\_\_\_ Date: \_\_\_\_\_

Have you been arrested or convicted of a felony in the last 7 years: YES NO

If yes, explain:

---

---

---

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

## Miscellaneous Information

Describe your history with any public safety agency, whether volunteer and/or career, including years of service:

---

---

---

---

## Previous Employment

Please list employment record for the last 10 years beginning with your last (or present) job and working backward.

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference: \_\_\_\_\_

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference:

---

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference:

---

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference:

---

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference:

---

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference:

---

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason For Leaving: \_\_\_\_\_

YES NO

May we contact your previous supervisor for a reference:

---

# Bossier Parish Communications District Number 1

PO Box 847  
Benton, La 71006  
318-965-2911

## Military Service

What type of training/education did you receive in the Military?

---

---

---

---

*I UNDERSTAND that any information obtained by a personal history background investigation will be considered in determining my suitability for employment by Bossier Parish Communications. I understand and agree that as an applicant for employment and during the course of my employment with the Bossier Parish Communications, I am subject to and may be tested in the following manner: medical screening and drug screens.*

*I HERBY RELIEVE, RELEASE AND HOLD HARMLESS Bossier Parish Communications and the individuals and/or agencies or institutions who supply requested information from any liability or damage which may result from furnishing the information requested above.*

*I WILL comply with the above policy and consent to testing for the presence of the above substances in my body as a part of the pre-employment processing, and at other times considered appropriate by Bossier Parish Communications*

*I FURTHER UNDERSTAND AND AGREE that I have not been offered an employment contract or employment for any specified period of time, and that my employment can be terminated by Bossier Parish Communications at any time with or without cause, and with or without notice. I also understand that I may terminate my employment at any time, with or without cause, upon giving proper notice.*

*I CERTIFY that this application contains no willful misrepresentations of false statements, and I know of no legal or moral prohibitions against my employment by Bossier Parish Communications.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_