



BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY POLICE DEPARTMENT Pre-Screener Application

(PRE-EMPLOYMENT QUESTIONNAIRE) (AN EQUAL OPPORTUNITY EMPLOYER)

Instructions: The purpose of the pre-screener application is to get accurate applicant information. Please complete all portions – incomplete forms will be destroyed. Applicants **MUST** be 21 years of age or older to apply.

Date:

Name:	
Phone#:	Alternate Phone #
Address:	City:
State:	Zip:
Email Address:	Driver License # - State DOB:
Are you interested in <input type="checkbox"/> FULL-TIME <input type="checkbox"/> PART-TIME <input type="checkbox"/> ANY	

If it is determined that you are a viable candidate and positions are available, your processing will begin. If there are no positions available, your pre-screener will be kept for up to one year and you will be notified once we have openings. Do not include documents (including certifications).

PERSONAL INFORMATION	
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you a United States Citizen?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you possess a High School diploma or GED?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you received 3 or more moving traffic violations within the past three years?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever been convicted of a felony?
<input type="checkbox"/> Yes <input type="checkbox"/> No	If employed by a law enforcement agency, are you now under investigation?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you used, possessed, or cultivated an illegal controlled substance? Date last used:
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you been cited for any drug or alcohol related charges within the past five years? When:
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever been convicted of any crime involving, but not limited to: perjury, domestic violence, sexual misconduct (of any kind) or assault/battery?
<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever worked at the Burbank-Glendale-Pasadena airport Authority Police Department, Airport Group International, Inc, Lockheed Air Terminal, Inc, or any other affiliate before? Where & When?
Please select the highest-level POST Professional Certificate Attained:	

EMPLOYMENT HISTORY: Describe below the last four jobs or 10 years of work history you have held (including military, part-time, temporary, or volunteer work.) Begin with your present or most recent employment. You may attach a separate sheet if necessary. Please **provide details** of your job duties. You must account for all periods of unemployment. List all stations and assignments in law enforcement career.

<i>Present or Most Recent</i>	
1. Employer:	
Dates of Employment: From	To
Position(s) Held:	
Reason for Leaving:	
Description of Duties:	
2. Employer:	
Dates of Employment: From	To
Position(s) Held:	
Reason for Leaving:	
Description of Duties:	
3. Employer:	
Dates of Employment: From	To
Position(s) Held:	
Reason for Leaving:	
Description of Duties:	
4. Employer:	
Dates of Employment: From	To
Position(s) Held:	
Reason for Leaving:	
Description of Duties:	

If you answer "yes" to the following, you must attach a full explanation before your application will be considered.

Yes No Have you ever been disciplined by any current or past employer(s)? If military experience, list disciplines, i.e., Article 15, etc. (List each discipline, employer, and dates.)

Yes No Have you ever been terminated or asked to resign from a job? (List each employer, reason and dates.)

EDUCATION RECORD	
Do you have a college degree? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Type of degree:	Course of Study:
Is your POST Certification Current: <input type="checkbox"/> Yes <input type="checkbox"/> No You must have a minimum of a POST Basic Certificate and you must not have been retired for more than three (3) years for POST Certification to be current or you must have attended a POST Re-Certification Course within the past three (3) years.	
If retired over three (3) years, have you attended a POST Re-Certification Course: <input type="checkbox"/> Yes <input type="checkbox"/> No	
When:	Where:

CRIMINAL HISTORY

Note – Because you are applying to a law enforcement agency, you must include information about any arrest, charge, conviction, or other criminal activity, even if the records are sealed or expunged. If you answer “yes” to any of the following, **you must attach a full explanation before your application will be considered.**

Yes No Have you ever been arrested or charged of any felony and/or misdemeanor?

Yes No Have you ever been convicted of any felony and/or misdemeanor?

Yes No Have you ever been involved in the sale of illegal drugs?

Yes No Have you ever taken anything from an employer without proper permission?

Yes No Are you now or have you ever been a member of a gang or any association that engages in criminal activity?

Yes No Do you have regular or continuous associations or dealings with anyone under criminal investigation or indictment, or who is involved in criminal behavior?

UNITED STATES MILITARY RECORD

Yes No Have you ever been a member of the United States Armed Forces?

Branch:

Highest Rank:

Type of Discharge:

Active Duty Dates From: To:

Reserve Duty Dates From: To:

Supporting Equality of opportunity in hiring, training, transfer, and promotion has been a Burbank-Glendale-Pasadena Airport Authority policy for many years, with benefits applied fairly and equally to all without regard to age, sex, marital status, race, color, ancestry, religious creed, medical condition, physical handicap, national origin, physical or mental handicap, sexual orientation, pregnancy, or political affiliation.

I certify that the answers I have given and the statements I have made in this application are correct and that I have not omitted any information of consequence. I agree not to hold any Burbank-Glendale-Pasadena Airport Authority or Airport Group International, Inc. or any employee liable if my employment is terminated because I have given incorrect answers or statements or omitted important information in this application. I agree to undergo a job-related physical examination, including screening tests for illegal drugs. If I am employed as a result of this application, I will comply with all orders, rules, and regulations of the company. I authorize the companies, schools, and people named in this application to give Burbank-Glendale-Pasadena Airport Authority or Airport Group International, Inc. any requested information concerning any criminal conviction of myself, and I release any such agency from liability for damages for giving this information. I further authorize Burbank-Glendale-Pasadena Airport Authority or Airport Group International, Inc., to disclose any employment or background related information it has obtained about me (i) from this application, (ii) in the course of its private investigations as authorized above, or (iii) from my prior employers to customers of Burbank-Glendale-Pasadena Airport Authority or Airport Group International, Inc., or its affiliates who request such information for verification purposes, to law enforcement agencies and private providers of security when related to inquiries regarding airport security, and to others who in the reasonable judgment of Burbank-Glendale-Pasadena Airport Authority or Airport Group International, Inc. have a legitimate need to review such information. I understand that if I am employed by the company, my employment will not be for any specified term and may be terminated by me or the company at any time for any reason, except as otherwise specifically provided in any written agreement. I understand that employment is conditioned upon my ability to verify eligibility for employment in the United States.

Signature: _____

Date:



BURBANK GLENDALE PASADENA AIRPORT AUTHORITY
POLICE DEPARTMENT

Supplemental Questionnaire

For

Applicants with Prior Law Enforcement Experience

Name of Applicant: _____

Date: _____

The following questions shall be answered completely by the applicant. Yes answers require an explanation. If necessary, attach separate sheets for your answers.

_____ 1. How many Law Enforcement Agencies have you worked for?

_____ 2. Why did you leave or why do you want to leave your current agency?

_____ 3. If no longer employed, would your former agency rehire you?

- _____ 4. Are presently departmental probation, court probation or parole?
- _____ 5. Are there now, or have there ever been, personal problems with supervisors or co-workers causing you to want to leave?
- _____ 6. Are you currently having any personnel or supervisory issues?
- _____ 7. Have you ever been fired from a law enforcement agency?
- _____ 8. Have you ever been asked to resign from a law enforcement agency?
- _____ 9. Have you ever been allowed to resign for “personal reasons” or to “pursue other opportunities” in lieu of termination?
- _____ 10. Have you ever resigned from any position in lieu of some other action?
- _____ 11. Have you ever been reduced in rank?
- _____ 12. Did you ever have a probationary period extended for any reason?
- _____ 13. Have you successfully completed a POST Certified Academy or the POST Requalification Course?
- _____ 14. Have you ever been terminated, resigned from or failed to complete a police academy?

- _____ 15. Have you ever had a written reprimand placed in your file?
- _____ 16. Have you ever received any penalty days off?
- _____ 17. Have you ever had a pay raise denied as a disciplinary action?
- _____ 18. Have you ever received an unsatisfactory personnel rating?
- _____ 19. Have ever had any other type of disciplinary action taken against you?
- _____ 20. Have you ever received a civilian or agency commendation?
- _____ 21. Have you ever received a personnel or departmental complaint?
- _____ 22. Have you ever been the subject of an excessive use of force complaint?
- _____ 23. Have you ever been a defendant in a civil or criminal case?
- _____ 24. Are there currently any civil suits or criminal prosecutions pending against you?
- _____ 25. Have you ever lied to a supervisor or investigator regarding a personnel complaint or departmental investigation?
- _____ 26. Have you ever “covered up” for a co-worker accused of wrongful action?
- _____ 27. Have you ever “covered up” for a friend or relative accused of a crime or wrongful action?

- _____ 28. Have you ever lied or distorted the facts on any crime report or departmental document?
- _____ 29. Have you ever lied or committed perjury in a court or other official proceeding?
- _____ 30. Have you ever colored or embellished your testimony to aid in obtaining a conviction?
- _____ 31. Have you ever accessed official records or databases for unauthorized persons or against departmental policy or State regulations?
- _____ 32. Have you ever accessed official records or databases for yourself against department policy or State regulations?
- _____ 33. Have you ever removed confidential records or documents from an agency without proper authorization?
- _____ 34. Have you ever revealed confidential information to a relative or friend?
- _____ 35. Have you ever "leaked" confidential information to the press?
- _____ 36. Have you ever been offered a bribe?
- _____ 37. Have you ever directly or indirectly solicited a bribe?
- _____ 38. Have you ever accepted a bribe?

- _____ 39. Have you ever received any compensation for “forgetting” what happened in a case or incident?
- _____ 40. Have you ever received any compensation from the press in exchange for providing information, special access or favors?
- _____ 41. Have you ever kept, hidden or otherwise failed to turn in and properly process lost and found property received from a citizen?
- _____ 42. Have you ever kept or otherwise failed to properly process evidence or property taken from an arrestee?
- _____ 43. Have you ever taken property from a vehicle and converted it to your personal use?
- _____ 44. Have ever broken into or entered a business and removed property?
- _____ 45. Have you ever broken into or entered and removed property from a residence?
- _____ 46. Have you ever stolen anything from a commercial business or a residence?
- _____ 47. Have you ever taken items from a place you were guarding?
- _____ 48. Have you ever destroyed property or evidence without booking it and / or the suspect?
- _____ 49. Have you ever failed to book or properly process and property or evidence you have received?

- _____ 50. Have you ever taken or removed any property that was in the custody of the department without authorization?
- _____ 51. Have you ever kept evidential contraband in your locker?
- _____ 52. Have you ever kept any alcohol or narcotics received from a citizen or taken from an arrestee?
- _____ 53. Have you ever stolen or taken liquor from a store, a residence or other location?
- _____ 54. Have you ever consumed an alcoholic beverage while on duty?
- _____ 55. Have you ever been involved a fight or brawl while you were drinking, either on or off duty?
- _____ 56. Have you ever taken part in any sexual activity while on duty?
- _____ 57. Have you ever had sex with a prisoner?
- _____ 58. Have prostitutes or pimps ever paid you or given you gifts?
- _____ 59. Have you ever stopped a driver and tried to date him or her?
- _____ 60. Have you ever been involved in or accused of lewd exposure, child molestation, or any other sexual offense?
- _____ 61. Since you have been employed in law enforcement, have you ever used any illegal narcotic, drug or marijuana?

- _____ 62. Have you ever used any illegal narcotic, drug or marijuana while employed with another law enforcement agency?
- _____ 63. Do you now have any illegal drugs or narcotics in you possession or in your vehicle or at your home?
- _____ 64. Have you ever used illegal drugs or narcotics while on duty?
- _____ 65. Have you ever kept illegal drugs or narcotics, found or taken from any place or person?
- _____ 66. Have you kept or placed any illegal drugs or narcotics in your police locker?
- _____ 67. Have you ever taken any illegal drugs or narcotics home?
- _____ 68. Have you ever sold or helped to sell, any illegal drug or narcotics?
- _____ 69. Have you ever given any person any drug in order to obtain evidence, information or something else?
- _____ 70. Have you ever carried any drug or "look alike" to plant on a suspect?
- _____ 71. Have you ever planted any drug, look-alike or any illegal contraband on a suspect, or in his / her vehicle or in his / her home?
- _____ 72. How many traffic accidents have you been involved in while driving official vehicles?
- _____ 73. In how many of these accidents were you determined to be at fault?

- _____ 74. Have you ever received a departmental reprimand or have you been otherwise disciplined regarding a traffic incident?
- _____ 75. How many traffic accidents have you had while off duty?
- _____ 76. Have you ever carried a “drop” or “throw-away” gun or knife”? If so, where did you obtain these weapons?
- _____ 77. Have you ever shot anyone or at anyone, or fired warning shots?
- _____ 78. Have you ever been involved in a use of force with a citizen while on duty?
- _____ 79. Have you ever had a use of force incident or physical altercation while on duty, that is not known to your agency?
- _____ 80. Have you ever been involved in a physical altercation while off duty?
- _____ 81. Have you ever been involved in any off duty incident that resulted a police response, in your detention or in your being named as a criminal suspect?
- _____ 82. While off duty, have you ever been involved in an incident that required you to identify yourself as a police officer and take official action?
- _____ 83. Have you ever been involved in any type of extortion?
- _____ 84. Have you ever slept while on duty?

- _____ 85. Did you in any way cheat, lie or commit a fraud in any agency examination in the past, or in an examination with this agency?
- _____ 86. Have you ever made an arrest for unlawful interference or for resisting arrest, when it was obviously unjustified?
- _____ 87. Have you ever given drugs, or any illegal contraband to a prisoner?
- _____ 88. Have you ever done a favor for any prisoner against department policy?