



NEW BRITAIN TOWNSHIP POLICE DEPARTMENT

207 PARK AVENUE, CHALFONT, PENNSYLVANIA 18914

P: 215-822-1910 | F: 215-822-1584 | E: Police@nbtpa.us

Application for Employment as an Entry Level Police Officer

Instructions: Before completing this form, carefully read all instructions. Any application that is received in an incomplete or incorrect condition may be eliminated from consideration. A new application is required for each hiring cycle.

The deadline for application submission is 4:00 pm on Thursday, March 13, 2025.

A select number of applicants will be invited to our interview process.

Applicants must be 21 years of age by date of appointment.

1. Do not leave blank spaces. If a particular question cannot be answered, or has no application, enter N/A in the space provided.
2. The accuracy and legibility of the information provided, and the overall appearance of your application will all be considered in determining your qualifications for employment with our police department.
3. **If you require additional space to answer any of the questions, use a separate 8 ½ x 11 sheet of paper and clearly indicate which question you are answering.**
4. Attach photocopies of the following documents at the end of this application:
 - Military discharge certificate (DD-214), if applicable
 - Police academy diploma and final grade report, if applicable
 - MPOETC certification card, if applicable
 - High School diploma, or GED certificate, and corresponding transcripts
 - College diploma and transcripts, if applicable.

Section 1 – Personal Information

Name: Last

First

Middle

Street address:

City/State/Zip

Phone: (home)

(cell)

(work)

Email:

How did you hear about this position (be specific)?

Section 2 – Employment History Begin with your most recent job and list your work history for the past ten (10) years, including part-time, temporary or seasonal employment, and all periods of unemployment. Use additional pages if necessary.

(1) Current or most recent employer:

Address:

Phone:

Type of business:

Position:

Start date:

Name of supervisor:

Salary:

(2) Previous employer:

Address:

Phone:

Type of business:

Position:

Start date:

Name of supervisor:

End date:

Reason for leaving:

Salary:

(3) Previous employer:

Address:

Phone:

Type of business:

Position:

Start date:

Name of supervisor:

End date:

Reason for leaving:

Salary:

(4) Previous employer:

Address:

Phone:

Type of business:

Position:

Start date:

Name of supervisor:

End date:

Reason for leaving:

Salary:

(5) Previous employer:

Address:

Phone:

Type of business:

Position:

Start date:

Name of supervisor:

End date:

Reason for leaving:

Salary:

Have you ever been discharged or asked to resign from employment?

No Yes – explain:

Were you ever subject to any disciplinary action during any employment?

No Yes – explain:

**Section 3. Educational Background (Attach High School Diploma or GED)
List all Elementary, Middle/Junior and High Schools attended.**

School Name: _____
 Address: _____
 Years Completed: _____ Phone # _____

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 Address: _____
 Years Completed: _____ Phone # _____

School Name: _____
 Address: _____
 Years Completed: _____ Phone # _____

School Name: _____
 Address: _____
 Years Completed: _____ Phone # _____

List all Colleges, Universities and Trade Schools attended. (Attach Transcripts)

Institution Name: _____
 Address: _____
 Years Completed: _____ Phone # _____
 Degree Received: _____ Number of credits: _____

Institution Name: _____
 Address: _____
 Years Completed: _____ Phone # _____
 Degree Received: _____ Number of credits: _____

Institution Name: _____
 Address: _____
 Years Completed: _____ Phone # _____
 Degree Received: _____ Number of credits: _____

While vacationing, working or living outside of the United States, have you ever been detained, questioned, fined, charged or convicted by any foreign law enforcement agency? Yes No

If yes, explain:

Have you ever been a subject of a Protection from Abuse Order? Yes No

If yes, explain:

Have you ever been a subject of a Child Protective Services Investigation? Yes No

If yes, explain:

Section 8. Drug Use

Have you tried, used, or experimented with any Illegal or Controlled Drugs? Yes No
If yes, provide details, to include frequency of use:

Have you ever sold or delivered any Illegal or Controlled Drugs? Yes No
If yes, provide details, to include frequency:

Section 9. Military Experience

Have you ever served in an active Military Organization of the United States or any Foreign Government?
Yes No

If Yes, complete the following:

Branch of service _____

Date Entered _____ Date Separated _____

Selective Service # _____ Highest Rank Attained _____

Type of Discharge (attach copy of DD-214 papers): _____

NOTE: A discharge under circumstances other than honorable will not necessarily disqualify you from employment.

Remaining Obligation, if any _____

Are you now or were you ever a member of a Military Reserve or Guard organization of the United States or any Foreign Government? Yes No

If Yes, complete the following:

Branch of service _____

Complete Unit Address _____

Unit telephone # _____

Supervising Officer's Name _____

Dates of Obligation: From _____ To _____

Were you ever the subject of an investigation that may or may not have resulted in nonjudicial punishment?
Yes No

If Yes, explain: _____

Were you ever court-martialed? Yes No

If Yes, explain: _____

Have you ever had a federal/military security clearance suspended, denied or revoked? Yes No

If yes, explain: _____

VERIFICATION OF ACCURACY OF INFORMATION

I, _____, verify the following:
(print name of applicant)

1. That all of the foregoing information is true and correct to the best of my knowledge, and that there are no willful misrepresentations in, or falsifications of, any statements and/or answers herein;
2. That I am aware that, should subsequent investigation disclose any such misrepresentation and/or falsification, this application will be rejected and I will forfeit my opportunity for employment with the New Britain Township now and at any future time;
3. That I am aware that under the Pennsylvania Crimes Code, Sections 4903 and 4904, dealing with False Swearing and Unsworn Falsification, it is a criminal offense to provide false information and I am aware that I may be charged with such violations of law if investigation discloses any such misrepresentation or falsification;
4. That, if I should be hired by New Britain Township, and subsequent investigation should disclose any such misrepresentation or falsification, that I may be subject to immediate termination of employment;
5. And that I am responsible for notifying New Britain Township of any change of address or other pertinent information contained within this application for employment.

Signature of applicant

Date

NOTICE

New Britain Township considers applicants for all positions without regard for race, color, religion, gender, creed, national origin, age, marital status, sexual orientation, ancestry, handicap, disability, or any other legally protected status.