



Legacy Enforcement Agency

Application for Employment

TO ALL PROSPECTIVE APPLICANTS:

BEFORE completing this application, please **THOROUGHLY** read this document outlining certain conditions of employment **REQUIRED** by LEGACY ENFORCEMENT AGENCY.

1. **MINIMUM** age for employment is 21.
2. **MUST** have two (2) forms of identification (i.e. driver's license, state identification card, social security card, etc.)
3. **MUST** have a **WORKING** phone number and an **ALTERNATIVE** number where you can be reached.
4. **MUST** have **RELIABLE** transportation
5. **ALL** male security officers must be clean-shaven (**NO** beards and **NO** long sideburns). **MUST** maintain hair in professional appearance (off the ears and collar of the uniform, and **NO** ponytails) **NO** facial piercings and **NO** earrings. Necklaces or tattoos **MUST NOT** be visible while in uniform (including exposed upper arms while in summer uniform).
6. **ALL** female security officers **MUST** maintain hair in professional appearance. Hair **MUST** be able to be worn under a hat, and hair **COLOR** must be of natural shade (red, blonde, brown, black). Loud and/or multiple hair colors will **NOT** be allowed. **NO** facial piercings and **NO** earrings. Necklaces or tattoos **MUST NOT** be visible while in uniform (including exposed upper arms while in summer uniform). Fingernails **MUST** be cut short, and if polished, **MUST** be neutral in color.
7. **ALL full-time and part-time security officers MUST be available for any on-call shift, including weekends and holidays.**
8. **ALL** security officers **MUST** have a valid residential address, **NOT** post office boxes.
9. **ALL** security officers **MUST** provide their own **BLACK** tactical pants and duty gear
10. **UNDERSTAND** that your pay rate may vary from post to post, depending on contract requirements (i.e. Federal Government contracts, commercial sites, private residences, etc.)
11. **ALL** new employees are hired with a 120-day probationary period.
12. **ALL** security officers **MUST** submit to **RANDOM** drug-screening and **MUST** be **DRUG FREE**.
13. **ALL** security officers **MUST** submit to **RANDOM** alcohol screening and **MUST** be **ALCOHOL FREE** while on duty and **MUST NOT** consume any alcohol within eight (8) hours **PRIOR** to reporting for duty.
14. **ALL** security officers **MUST NOT** have been convicted of any domestic violence crimes or charges.
15. **ALL** security officers are subject to certain psychological standards and may be required to submit to psychological testing at any time. Security officers diagnosed with mental disorders or illness are **NOT** eligible for employment with LEGACY ENFORCEMENT AGENCY.
16. **ALL** armed security officers must carry only company-approved weapons; approval must be written form.

If you qualify for and agree to accept the above conditions, prior to employment, please sign below and proceed to the attached application. If not, we thank you for your interest in LEGACY ENFORCEMENT AGENCY.

I, _____, have read the above information and agree to comply with all requirements, rules and regulations of LEGACY ENFORCEMENT AGENCY.

Applicant Signature

Date



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Position Applying for: Unarmed Enforcement Officer Armed Enforcement Officer
 Management or Supervisor: _____
 Office Position: _____

Salary Desired: \$ _____ per _____

EMPLOYEE INFORMATION

Name: _____
Last First Middle

Home Phone: _____ Cell Phone: _____

Email: _____ Alternate Phone: _____

Home Address: _____
Street City State Zip

Are you able to perform the essential functions of the position with or without accommodations? Yes No

Are you over the age of 21? Yes No Date of Birth: _____ Place of Birth: _____

Are you legally eligible for employment in the U.S.? Yes No

Type of position seeking: Full-time Part-time Flex

Are you willing to work Overtime? Yes No

How many miles are you willing to travel for work? 25 50 75

Social Security Number: _____

Can you provide a valid Driver's License? Yes No

Driver's License Number: _____ Issuing State: _____ Expiration: _____

Security License(s): *(Check all that you have)*

- Level II (Non-Commission)
- Level III (Commission)
- PPO Endorsement
- Other: _____
- Other: _____

What shifts are you available to work? *(Check all that apply)*

- Any Day Evening
- Swing Split Nights
- Other: _____

Available Start Date: _____



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EMPLOYMENT HISTORY

(Skip this section if you have a FULLY COMPLETED resume to submit with the same information)

Employer Name: _____
Supervisor Name: _____
Address: _____
Dates of Employment: Start Date: _____ End Date: _____
Rate of Pay: Starting: _____ Ending: _____
Supervisor Number: _____
Position: _____
Description of Duties: _____
Reason for Leaving: _____
May we contact this employer? Yes No

Employer Name: _____
Supervisor Name: _____
Address: _____
Dates of Employment: Start Date: _____ End Date: _____
Rate of Pay: Starting: _____ Ending: _____
Supervisor Number: _____
Position: _____
Description of Duties: _____
Reason for Leaving: _____
May we contact this employer? Yes No

Employer Name: _____
Supervisor Name: _____
Address: _____
Dates of Employment: Start Date: _____ End Date: _____
Rate of Pay: Starting: _____ Ending: _____
Supervisor Number: _____
Position: _____
Description of Duties: _____
Reason for Leaving: _____
May we contact this employer? Yes No

Employer Name: _____
Supervisor Name: _____
Address: _____
Dates of Employment: Start Date: _____ End Date: _____
Rate of Pay: Starting: _____ Ending: _____
Supervisor Number: _____
Position: _____
Description of Duties: _____
Reason for Leaving: _____
May we contact this employer? Yes No

Employer Name: _____
Supervisor Name: _____
Address: _____
Dates of Employment: Start Date: _____ End Date: _____
Rate of Pay: Starting: _____ Ending: _____
Supervisor Number: _____
Position: _____
Description of Duties: _____
Reason for Leaving: _____
May we contact this employer? Yes No



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ADDITIONAL QUESTIONS

Have you ever worked or applied for LEGACY ENFORCEMENT AGENCY? Yes No

(If yes, give details on your departure below)

How did you hear about LEGACY ENFORCEMENT AGENCY?

Do you have law enforcement experience? Yes No

If yes, how many years: _____

Any Correctional /Jailer Experience? Yes No

If yes, how many years: _____

Do you have security guard experience? Yes No

If yes, how many years: _____

Do you have **RELIABLE** transportation? Yes No

If yes, what is the:

Year: _____ Make: _____ Model: _____ Color: _____ State: _____

Are you able to work 6, 8 or 12 Hour Shifts? Yes No

If No, what shift length can you work? _____

Do you have the ability to stand for a complete 6, 8 or 12 Hour Shift? Yes No

Can you drive a vehicle continuously for 6, 8 or 12 Hour Shifts? Yes No

Can you respond to an emergency situation by moving quickly and/or use reasonable force to prevent crime in progress? Yes No

Do you have the ability to lift 25lbs on a continual basis? Yes No

Can you see, recognize, identify and describe objects in an area with poor lighting? Yes No

Can read regular-sized print up to 3 feet away? Yes No

Can you hear, recognize and identify both usual and unusual sounds in noisy conditions? Yes No

How many days were you late to work in the last month? _____

Explain why: _____

How many days did you miss work in the last month? _____

Explain why: _____

Are you able to perform a Physical Agility Test? Yes No

Do you have a Utility Belt? Yes No

Check all that you are certified in and/or able to carry on duty:

- OC Spray Hand-Cuffs ASP Baton
 Taser First Aid CPR

Certified to carry a firearm on duty? Yes No

Manufacturer: _____ Brand: _____ Caliber: _____



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SKILLS & QUALIFICATIONS

Other qualifications such as special skills, abilities or honors:

Professional licenses, certifications or registrations (other than security licenses you listed above):

Additional skills, including supervision skills, other languages or information regarding security or law enforcement you wish to bring to our attention:

Typing Speed: _____ per minute?

MILITARY

Are you now or in the past, a member of Armed Forces? Yes No *(If "No" Skip to next Section)*

Military Branch: _____

Duty/Specialized training: _____

Type of Discharge (If still Active, put N/A): _____

EDUCATION

College/University Name and Address:

Did you receive a degree? Yes No

If Yes, degree(s) received _____

High School/GED Name and Address:

Did you receive a HS Diploma or GED? Yes No

CRIMINAL HISTORY

Have you been accused, convicted of, or plead guilty to a misdemeanor in the last 10 years? Yes No

Have you been accused, convicted of, or plead guilty to a felony in the last 10 years? Yes No

Has your Driver's License ever been revoked or suspended? Yes No

How many traffic citations (not including parking tickets) have you received in the last 5 years? _____

Do you have any warrants in this state or any other? Yes No

Have you ever committed a fire-able offense (insubordination, lying, stealing, etc.)? Yes No



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REFERENCES

List two personal and two professional references who are not relatives that can attest to your good character

Personal References:

Name	Address	Telephone	Occupation	Years Known

Professional References:

Name	Address	Telephone	Occupation	Years Known

EQUAL EMPLOYMENT OPPORTUNITY: While many employers are required by federal law to have an Affirmative Action Program, all employers are required to provide equal employment opportunity and may ask your national origin, race and sex for planning and reporting purposes only. This information is optional and failure to provide it will have no effect on your application for employment.

INFORMATION TO THE APPLICANT

As part of our procedure for processing your employment application, your personal and employment references may be checked. If you have misrepresented or omitted any facts on this application, and are subsequently hired, you may be discharged from your job. You may make a written request for information derived from the checking of your references.

If necessary for employment, you may be required to: supply your birth certificate or other proof of authorization to work in the United States, have a physical examination and/or drug test, or to sign a conflict of interest agreement and abide by its terms. I understand and agree to the information shown above.

X

Signature of Applicant