



VILLAGE OF NORTH PALM BEACH  
**POLICE DEPARTMENT**  
560 US HWY 1, NORTH PALM BEACH  
FLORIDA 33408-4902  
561-848-2525 Fax 561-881-1141  
[police@village-npb.org](mailto:police@village-npb.org)

## **SCHOOL CROSSING GUARD APPLICATION**

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

### INSTRUCTIONS:

Fill out this application completely and accurately. All statements in this application are subject to verification. Any applicant intentionally giving false information will be subject to disqualification. If a question does not apply to you, write *N/A* (not applicable). If the space provided is inadequate, please document the additional information on a separate full size sheet of paper (8 1/2 x 11) and indicate the question which you are answering. More than one answer may be put on a sheet. This application form must be **HANDWRITTEN** only, **LEGIBLY** printed in black ink, and not completed by a computer or typewriter.

### **A.PERSONAL**

1. Full name: \_\_\_\_\_  
Last First Middle

2. Date of Birth: \_\_\_\_\_ Social security Number: \_\_\_\_\_  
Month /Day / Year

3. Place of Birth: \_\_\_\_\_  
City County State Country

4. Weight: \_\_\_\_\_ lbs. Height: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_

5. Are you a citizen of the United States? Yes  No

6. Please check appropriate answer: Natural Born  Naturalized

7. If a naturalized citizen, check below if you are a citizen by virtue of a naturalization certificate issued to: N/A  Self  Parent  Spouse

8. Have you ever had your name legally changed? Yes  No

9. If you responded yes to Question #8, indicate the following:

a) Previous name: \_\_\_\_\_

b) Date and location of Change: \_\_\_\_\_

c) Reason for Change: \_\_\_\_\_





**D. EMPLOYMENT/ UNEMPLOYMENT RECORD**

18. List *ALL* employment, including part-time employment and periods of unemployment over twenty (20) days. (Use separate sheet if necessary)

PLEASE FURNISH COMPLETE ADDRESSES

<b>DATES From/To Month/Year</b>	<b>Name &amp; Mailing Address</b>	<b>Position</b>	<b>Reason for Leaving</b>	<b>Name &amp; Phone Number of Immediate Supervisor</b>

19. Do you object to your present employer being contacted? Yes  No   
 If so, why? \_\_\_\_\_

20. Were you ever discharged or forced to resign because of misconduct or unsatisfactory service? Yes  No

*If yes, list those employers below who either: (1) disciplined you, (2) discharged you, or (3) Requested that you resign:*

<b>Employers Name</b>	<b>Date</b>	<b>Name and Phone Number of Supervisor</b>

21. Have you ever applied for a position with any Law Enforcement agency? Yes  No



If yes, indicate on a separate sheet (1) the police department to which you applied, (2) the date which you applied, (3) whether you were rejected or accepted, (4) if rejected, the reason for rejection, and (5) if accepted, the reason you refused employment.

22. If any of the employers whom you have listed are relatives, indicate which ones (this includes relatives through marriage): \_\_\_\_\_

23. If employed by the Village of North Palm Beach Police Department, do you anticipate an income other than your position's salary? Yes  No

Source: \_\_\_\_\_

### **I. CRIMINAL AND JUVENILE RECORD**

24. Have you ever been arrested or detained by any law enforcement officer? Yes  No   
If yes, indicate on a separate sheet (1) the police agency, (2) the charge (3) the final disposition, (4) the date, and (5) the details of the case. (This question also includes those instances in which you may have been judged a juvenile delinquent, youthful offender or wayward minor)

25. Have you ever been reported as a missing person? Yes  No   
If yes, indicate on a separate sheet: (1) complete details, (2) jurisdiction (3) date, and (4) final disposition.

### **E. VEHICLE OPERATOR RECORD**

26. Can you operate a motor vehicle? Yes  No

27. Do you possess a valid Driver's License? Yes  No

28. Driver's License Number: \_\_\_\_\_ State of issuance: \_\_\_\_\_ Date of Expiration: \_\_\_\_\_

29. Has your Driver's License ever been suspended or revoked? Yes  No   
If yes, indicate on a separate sheet: (1) the state (2) the date, and (3) all details.

30. Have you ever been involved in a motor vehicle accident? Yes  No   
If yes, indicate on a separate sheet: (1) the date, (2) the location, (3) charges, and (4) the final disposition of any police charges or civil liability.

31. Have you ever been refused a Driver's License by any state? Yes  No   
If yes, indicate on a separate sheet the reason for the refusal



**H. AFFIRMATION (Must be notarized)**

I swear that this application contains no misrepresentations or falsifications, omissions, or concealment of material fact and that information given by me is true and complete to the best of my knowledge and belief. Should any investigation disclose any misrepresentation, falsification, omission, or concealment of material fact, I am aware that my application may be rejected and my name removed from the eligibility list. If already appointed, I may be dismissed.

\_\_\_\_\_  
Signature of Applicant

NOTARY

STATE : \_\_\_\_\_  
COUNTY : \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day  
of \_\_\_\_\_ 20\_\_\_\_ By \_\_\_\_\_ who is  
personally known to me or who has produced (type of identification)  
\_\_\_\_\_ as identification, who did (did not) take an oath, and  
Who said that he/she executed the above instrument of his/her own free will and accord with  
full knowledge of the purpose thereof.

\_\_\_\_\_  
Notary Public

Notary's Official Stamp or  
Seal



NUMBER: 08-001
SUBJECT: COLLECTION & DISSEMINATION OF SOCIAL Security NUMBERS DATE:
JANUARY 09, 2008
REVISED:

## VILLAGE OF NORTH PALM BEACH ADMINISTRATIVE POLICY

### COLLECTION AND DISSEMINATION OF SOCIAL SECURITY NUMBERS:

POLICY 1.1. Generally, social security numbers held by the Village of North Palm Beach are confidential and exempt from disclosure pursuant to Section 119.071 (5)(a)(5), *Florida Statutes*.

POLICY 1.2. The Village of North Palm Beach collects social security numbers for the following reasons: classification of accounts; identification and verification; credit worthiness; billing and payments; data collection; reconciliation; tracking; benefit processing; and tax reporting. Social security numbers are also used as a unique, numeric identifier and may be used for search purposes.

POLICY 1.3. Social security numbers may be disclosed to another agency or governmental entity if disclosure is necessary for the receiving agency to perform its duties and responsibilities.

As defined in Section 119.011(2), *Florida Statutes*, "Agency" means any state, county, district, authority, or municipal officer, department, division, board, bureau, commission, or other separate unit of government created or established by law including, for the purposes of this chapter, the Commission on Ethics, the Public Service Commission, and the Office of Public Counsel, and any other public or private agency, person, partnership, corporation, or business entity acting on behalf of any public agency.

POLICY 1.4. The Village of North Palm Beach may not deny a "commercial entity" engaged in the performance of a "commercial activity" access to social security numbers provided the numbers will be used only in the performance of a "commercial activity." The commercial entity must make a written request for the social security number(s), which meets all of the following four (4) requirements:

1. It must contain the following written declaration signed by a person, "Under penalties of perjury, I declare that I have read the foregoing request for social security numbers and that the facts as stated in it are true.
2. It must be legibly signed by an authorized officer, employee, or agent of the commercial entity.
3. It must contain the commercial entity's name, business mailing and location addresses and telephone numbers.
4. It must contain a statement of the specific purposes for which the social security numbers are needed and how the social security numbers will be used in the performance of a "commercial activity."



## **NOTICE**

### **COLLECTION AND USE OF YOUR SOCIAL SECURITY NUMBER BY THE VILLAGE. OF NORTH PALM BEACH, FLORIDA**

PURSUANT TO SECTION 119.07!(5)(a)3., *FLORIDA STATUTES*, THE VILLAGE OF NORTH PALM BEACH IS PROVIDING YOU WITH THE FOLLOWING STATEMENT AS A RESULT OF THE VILLAGE'S REQUEST FOR YOUR SOCIAL SECURITY NUMBER. YOUR SOCIAL SECURITY NUMBER IS BEING COLLECTED BY THE VILLAGE OF NORTH PALM BEACH EITHER BECAUSE SUCH REQUEST IS SPECIFICALLY AUTHORIZED BY LAW OR ITS USE IS IMPERATIVE TO THE PERFORMANCE OF THE VILLAGE'S DUTIES AND RESPONSIBILITIES UNDER LAW. YOUR SOCIAL SECURITY NUMBER WILL NOT BE USED FOR ANY PURPOSE OTHER THAN AS PROVIDED BELOW:

THE VILLAGE OF NORTH PALM BEACH, FLORIDA, COLLECTS YOUR SOCIAL SECURITY NUMBER FOR THE FOLLOWING PURPOSES: CLASSIFICATION OF ACCOUNTS; IDENTIFICATION AND VERIFICATION; CREDIT WORTHINESS; BILLING AND PAYMENTS; DATA COLLECTION; RECONCILIATION; TR CKING; BENEFIT PROCESSING; AND TAX REPORTING. SOCIAL SECURITY NUMBERS ARE ALSO USED AS A UNIQUE, NUMERIC IDENTIFIER AND MAY BE USED FOR SEARCH PURPOSES.