

**TOWN OF SAN ANSELMO SUPPLEMENTAL APPLICATION FORM (SAF)  
POLICE OFFICER POSITION – OPEN AND CONTINUOUS RECRUITMENT**

**INSTRUCTIONS:**

The following knowledge and skills are Minimum Qualification (MQ) for this position. You **must** possess **all** of them in order to submit an application. Indicate if you have each knowledge or skill by checking (✓) “Yes” or “No” below. If you must answer “No” because of a disability, you may complete and submit the application. The employer may be able to make a reasonable accommodation and will consider each situation on an individual basis.

**YES      NO**

**1      Are you able to do the following?**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | see without field deficits   |
| <input type="checkbox"/> | <input type="checkbox"/> | hear in-person and telephone conversations   |
| <input type="checkbox"/> | <input type="checkbox"/> | recognize different patterns of sound  |
| <input type="checkbox"/> | <input type="checkbox"/> | recognize differences or changes in sounds in terms of their loudness, pitch or tone quality |
| <input type="checkbox"/> | <input type="checkbox"/> | speak in an audible voice  |
| <input type="checkbox"/> | <input type="checkbox"/> | accurately identify and distinguish the smell of different materials and chemicals           |
| <input type="checkbox"/> | <input type="checkbox"/> | both stand <u>and</u> sit for extended periods   |
| <input type="checkbox"/> | <input type="checkbox"/> | both walk <u>and</u> run   |
| <input type="checkbox"/> | <input type="checkbox"/> | kneel, stoop, crouch and crawl   |
| <input type="checkbox"/> | <input type="checkbox"/> | pull or drag an adult (averaging 5’6”, 160 lb.)  |
| <input type="checkbox"/> | <input type="checkbox"/> | lift and carry boxes of evidence (averaging 50 lb.)  |
| <input type="checkbox"/> | <input type="checkbox"/> | maintain a uniform controlled hand-arm posture or movement                                   |
| <input type="checkbox"/> | <input type="checkbox"/> | coordinate limb movements without visual control   |

**YES      NO**

**2.      Do you have?**

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | dexterity to operate keyboards, use precision tools, and write                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | hand/arm coordination to control or manipulate objects  |
| <input type="checkbox"/> | <input type="checkbox"/> | endurance to work efficiently for long periods of time and to effectively restrain or subdue others |
| <input type="checkbox"/> | <input type="checkbox"/> | normal color vision   |
| <input type="checkbox"/> | <input type="checkbox"/> | good vision accommodation   |

**3.      Are you willing to?**

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | work overtime  |
| <input type="checkbox"/> | <input type="checkbox"/> | work any hour of the day   |
| <input type="checkbox"/> | <input type="checkbox"/> | carry out enforcement of laws, regardless of personal ethics or feelings |
| <input type="checkbox"/> | <input type="checkbox"/> | comply with departmental grooming standards and to wear a uniform        |
| <input type="checkbox"/> | <input type="checkbox"/> | carry a firearm on and off the job                                       |

\_\_\_\_\_ take the life of another when justified by laws, Department policies and proceddures, and when other lives are threatened  
 \_\_\_\_\_ Do you possess a valid CA Driver's license?  
 \_\_\_\_\_ Are you a U.S. citizen or have you applied for citizenship?  
 \_\_\_\_\_ Can you read & interpret complex technical documents written in English?  
 \_\_\_\_\_ Can you add, subtract, multiply, divide and calculate percents with & without a calculator?  
 \_\_\_\_\_ Can you correctly interpret a situation and take an appropriate course of action under both normal and stressful conditions?  
 \_\_\_\_\_ Can you comprehend and remember factual information relating to laws, statues, and policies, and accurately apply this information?  
 \_\_\_\_\_ Can you speak (in English) with a variety of people of various socio-economic background?  
 \_\_\_\_\_ Can you exercise tact, self-restraint, judgement and strategy in dealing with a variety of people adversaries and advocates?  
 \_\_\_\_\_ Can you provide a copy of your High School Transcript & Diploma or your GED test scores prior to time of appointment?  
 \_\_\_\_\_ I have attached a copy of my BASIC POST Course Completion certificate (or Basic Post Certificate).  
 \_\_\_\_\_ I graduated from the \_\_\_\_\_ Academy on \_\_\_\_\_  
 (Name of Academy) (Date Graduated)

**CURRENT ACADEMY ATTENDEES** enrolled in a POST Basic Course and **who will graduate within 30 days of submitting application** materials are encouraged to apply. I will graduate from the

\_\_\_\_\_ Academy on \_\_\_\_\_.  
 (Name of Academy) (Anticipated graduation date)

I understand that appointment to this position will be subject to the successful completion of a background investigation which (includes a polygraph) and a medical examination (which includes a psychological evaluation) to determine freedom from physical conditions which would adversely affect job performance. I certify that the information provided is accurate and complete to the best of my knowledge. I understand that any falsification may cancel any terms, conditions or privileges of employment. I authorize the Town of San Anselmo to contact references I have listed in order to verify information provided.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

4/17/01

4/13/01