



Volunteer Application

Albert Lea Police Reserve Program

Law Enforcement Center • 411 South Broadway • Albert Lea, MN 56007



Position: Volunteer Police Reserve Officer

Please furnish complete information, so we may accurately and completely assess your qualifications. You may attach any other information which provides additional detail about your volunteer qualifications.

The City of Albert Lea accommodates qualified persons with disabilities, including the application process. If you believe you need a reasonable accommodation to complete the application process, please contact Human Resources at 507-377-4333

Personal Information (Please print or type)

Name:	(Last)	(First)	(MI)
Street Address			
City, State, Zip			
Phone Number			Alternate Phone
Email			

Licenses, Registrations, Certificates

Please list any other licenses, registrations or certificates that are required, pertinent or relevant to the position for which you are applying. Please include a photocopy.

License/Registration/ Certificate	Licensing Agency	Expiration Date	License#

Employment History

List most recent employer first. Please note “see resume” is not an acceptable response on this application.

Company	Name of last supervisor	Phone
Address	Start Date	End Date
City, State, Zip		
Your title	Reason for Leaving	
Describe your work in this job:		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Employment History Continued

Company	Name of last supervisor	Phone
Address	Start Date	End Date
City, State, Zip		
Your title	Reason for Leaving	
Describe your work in this job:		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Company	Name of last supervisor	Phone
Address	Start Date	End Date
City, State, Zip		
Your title	Reason for Leaving	
Describe your work in this job:		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Educational Information

School Name	Address	Course of study	Degree
High School:			
College:			
Graduate School:			
Technical/Vocational:			
Other:			

List any other courses, seminars, workshops, or training you have that may provide you with skills related to this position:

Volunteer Experience

Describe any volunteer experience relevant to the position for which you are applying (you may exclude, if you wish, information which would reveal race, sex, religion, age, disability, or other protected status).

Military Experience

Did you serve in the U.S. Armed Forces? Yes No

Describe your duties:

If you have any questions regarding your rights as a subject of data, please contact the City of Albert Lea Human Resources Department at 221 E. Clark Street, Albert Lea, MN 56007. **This information is subject to change consistent with subsequent amendments to the Minnesota Government Data Practices Act.**

Professional References

List people who know you well, preferably from a work environment, a non-relative, and have known for more than five years.

Name	Address	Phone
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Relationship		
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Name	Address	Phone
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Relationship		
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Name	Address	Phone
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Relationship		
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Background

****All applicants shall be subject to a complete background check prior to becoming an active volunteer****

My signature below certifies that all statements made on this application are true, complete and correct to the best of my knowledge and belief. I understand these statements are subject to verification. I understand that falsification of this application can disqualify me from consideration or result in dismissal upon discovery. Furthermore, my signature below provides my authorization to the City of Albert Lea Police Department to conduct reference checks to determine my suitability for volunteer placement

I understand that this is an application for volunteer placement with the City of Albert Lea Police Department. This form is not an application for employment with the City of Albert Lea Police Department.

Signature:	Date:
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Please return this completed application form to:

Albert Lea Police Department
Law Enforcement Center
ATTN: D. Lenway
411 South Broadway
Albert Lea, MN 56007