



**Sumpter Township  
Police Department**  
23501 Sumpter Rd  
Belleville, Michigan 48111  
734-461-4833



## **Applicant for Police Officer**

### **MINIMUM REQUIREMENTS**

- At least 21 years of age
- Be a United States citizen
- MCOLES licensed / eligible to be licensed
- Associate Degree (minimum); Bachelor's degree or higher preferred
- Possess a valid operator's license with an excellent driving record
- No disqualifying criminal convictions
- If not a sworn law enforcement officer, must be tested through EMPCO with a passing grade at the time of application
- Must pass a drug screen, physical, psychiatric exam, and background investigation
- Complete all phases of the hiring process
- Ability to perform the essential job functions of a police officer
- Demonstrates dependability, reliability, professionalism, and ethical behavior
- Ability to work successfully in a sometimes high-stress environment, handling multiple tasks and projects simultaneously
- Excellent judgment skills in terms of interpersonal communications and the ability to be flexible and adapt to changing work situations
- Demonstrates knowledge and ability to apply constitutional law, substantive criminal law, criminal procedure, juvenile law, the law of evidence, criminal and noncriminal investigation techniques, court functions and civil law, crime scene processing, patrol procedures and techniques, civil liability, criminal and noncriminal report writing, court testimony procedures, parking violations and ticket writing procedures, motor vehicle crash investigation and preparation of the Uniform Traffic Crash Report, and physical security procedures
- Effective oral and written communication skills
- Must possess excellent customer service skills

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**WAGES AND BENEFITS\***

- Current first-year base salary is \$68,100
- Lateral Entry pay step-up, up to \$79,730 starting (based on prior experience)
- Current top base salary after third year of service is \$83,124 (after second year with experience)
- Longevity pay steps of \$0.40 on top of base salary at 7, 12, and 17 years
- 12-hour shifts with Kelly Days (84 hours per bi-weekly pay period)
- MERS Defined Benefit Pension (B-4, 2.5 multiplier, F50/25, V6, E2)
- MERS Deferred Retirement Option Program (DROP)
- Optional additional MERS 457(b) plan
- Health, Dental, Vision insurance with Flexible Spending Account starts on day of hire
- Employee Assistance Program (EAP)
- Long- and short-term disability insurance
- 156 hours of annual PTO time (unused time paid out yearly at 100% current rate)
- 204 hours of annual vacation time at top level (unused time paid out yearly at 100% current rate)
- 15 paid holidays
- Education incentive pay
- Tuition reimbursement program
- Uniforms and equipment are provided in full
- Outer carrier load-bearing vest provided
- In-house fitness center
- Beards and tattoos allowed (within standards)
- Top-of-the-line patrol vehicles and equipment
- A great work environment in a highly supportive community

(\*Per current collective bargaining agreement through 3/31/2026)

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## Employment Application

Complete every line in print or type. If the question does not apply, place N/A on the appropriate line. Do not leave any space blank. Applicants are responsible for completing the application in its entirety. The use of additional paper to elaborate is acceptable. Failure to complete the application as requested may result in your application being withdrawn from the application process. False statements may void this application or your employment status when such information becomes known to the employer.

\_\_\_\_\_  
Position Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

\_\_\_\_\_  
Last Name First Name Middle Name

Address: \_\_\_\_\_  
Number Street City State Zip

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

Phone# (daytime) \_\_\_\_\_ (evening) \_\_\_\_\_

Email (primary): \_\_\_\_\_ Email (secondary): \_\_\_\_\_

1. Are you presently a citizen of the United States? \_\_\_\_\_. If no, under what status are you authorized to work in the United States?

\_\_\_\_\_

2. Have you ever been discharged or forced to resign from any job? \_\_\_\_\_

If yes, why \_\_\_\_\_

3. Have you ever been convicted of a crime? \_\_\_\_\_ If yes, please explain

\_\_\_\_\_

4. Have you ever been party to a civil lawsuit? \_\_\_\_\_ If yes, please explain

\_\_\_\_\_

5. Have you ever been employed by another name? \_\_\_\_\_ If yes, what name?  
\_\_\_\_\_
6. May we contact your previous employers? \_\_\_\_\_
7. If currently employed, may we contact your current employer? \_\_\_\_\_  
If no, please explain \_\_\_\_\_
8. Driver's License Number \_\_\_\_\_ State \_\_\_\_\_ Expiration \_\_\_\_\_
9. Is the address shown on your drivers license your current address? \_\_\_\_\_
10. Do you presently have any relatives employed by Sumpter Twp? \_\_\_\_\_  
If yes, please explain \_\_\_\_\_
11. List any special interests \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
12. List any experience/training/qualifications/specialized abilities you may have, which  
in your opinion, may qualify you for the position in which this application is being  
filed. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **REFERENCES**

List the names, addresses, and phone numbers of three reliable people, other than relatives or your past employers who know you well enough to give information about you.

- |    | NAME  | ADDRESS | PHONE |
|----|-------|---------|-------|
| 1. | _____ | _____   | _____ |
| 2. | _____ | _____   | _____ |
| 3. | _____ | _____   | _____ |

## **EMPLOYMENT HISTORY**

Present Employer \_\_\_\_\_

Address & Phone# \_\_\_\_\_

Date of Hire \_\_\_\_\_ Termination Date \_\_\_\_\_

Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Position \_\_\_\_\_

Reason for leaving \_\_\_\_\_

\*\*\*\*\*

Employer \_\_\_\_\_

Address & Phone# \_\_\_\_\_

Date of Hire \_\_\_\_\_ Termination Date \_\_\_\_\_

Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Position \_\_\_\_\_

Reason for leaving \_\_\_\_\_

\*\*\*\*\*

Employer \_\_\_\_\_

Address & Phone# \_\_\_\_\_

Date of Hire \_\_\_\_\_ Termination Date \_\_\_\_\_

Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Position \_\_\_\_\_

Reason for leaving \_\_\_\_\_

**\*\*ADD EXTRA PAGES IF NECESSARY**

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## **EDUCATION**

### **High School:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Grade Completed \_\_\_\_\_

\*\*\*\*\*

### **College:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Date of Graduation \_\_\_\_\_

Degree Earned \_\_\_\_\_

Subjects Studied \_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\*

**Additional Education/Training/Degrees:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\*

### **ATTENTION**

**All applicants who are not already sworn police officers in the State of Michigan must be registered and tested through EMPCO as of the time of application. Make sure to list the Sumpter Township Police Department as an authorized agency to see your scores. Please attach proof of testing.**

I hereby certify that there are no willful misrepresentations in or falsifications of the above statements and answers to questions. I am aware that should the investigation disclose any misrepresentations or falsifications, my applications will be rejected, and I will be disqualified from applying in the future for any position in the service of this community.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

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## **AUTHORIZATION FOR RELEASE OF INFORMATION**

**Name:** \_\_\_\_\_

**Race/Sex:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

**Place of Birth (city/state):** \_\_\_\_\_

I, \_\_\_\_\_, do hereby authorize a review of and full disclosure of all records, or any part thereof, concerning myself, by and to any duly authorized agent of the **Sumpter Township Police Department**, whether the said records are of public, private or confidential in nature.

The intent of this authorization is to give my consent for complete disclosure of the records of educational institutions, financial or credit institutions, including credit reports or ratings, public utility companies, employment and pre-employment records, real and personal property tax statements, and records and other financial statements and records where ever filed, records of complaint, arrest, trial or convictions for alleged or actual violations of law, including criminal, civil or traffic records, the results of any polygraph examinations, records of complaint of a civil nature made by or against me were ever located, and to include the records and recollections of attorneys at law or of other counsel, whether representing another person or me in any case in which I presently have, or have had an interest.

I reiterate and emphasize that the intent of this authorization is to provide full and free access to the background and history of my personal life, for the specific purpose of pursuing a background investigation that may offer pertinent data to the **Sumpter Township Police Department** to consider in determining my suitability for employment by this department. It is my specific intent to provide access to personal information, however personal or confidential it may appear to be, and the sources of information specifically identified herein.

I understand that any information obtained by a personal history background investigation developed directly or indirectly, in whole or in part, upon this release authorization will be considered in determining my suitability for employment by the **Sumpter Township Police Department**. I understand that all materials pertaining to this background investigation becomes the property of the **Sumpter Township Police Department** and will not be returned to me.

I agree to indemnify and hold harmless the person to whom this request is presented and his agents and employees, from and against all claims, damages, losses, and expenses, including reasonable attorney fees, arising out of or because of complying with this request. I further understand that in the event my application is disapproved, the sources of confidential information cannot be revealed to me.

A photocopy of this release form will be valid as an original thereof, even though the said photocopy does not contain my signature's original writing.

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**MUST BE SIGNED IN THE PRESENCE OF A NOTARY:**

Subscribed and sworn before me this:

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

My commission expires: \_\_\_\_\_

Notary Signature: \_\_\_\_\_