



# **LAS VEGAS METROPOLITAN POLICE DEPARTMENT**

## **TRAFFIC/COMMUNITY SERVICES**

*2300 E. St. Louis Avenue, Las Vegas, NV 89104*

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**OUR CHILDREN NEED YOU!** Won't you avail yourself to the needs of our children? They are the future and need your help now, for approximately 1 hour a day working.

The Las Vegas Metropolitan Police Department is continuously recruiting for Crossing Guards at our elementary schools throughout the city and county.

**After completing the application - Mail it to:**  
**Attn: Traffic/Community Services**  
**LAS VEGAS METROPOLITAN POLICE DEPARTMENT**  
**3141 East Sunrise Avenue, Las Vegas, Nevada 89101-4833**  
**828-3762 / 828-3192**

Additional application packages are available at:  
Las Vegas Metropolitan Police Department/Personnel Bureau  
101 Convention Center Drive, 2<sup>nd</sup> Floor  
And our various sub stations throughout the Valley

You will receive a vest, baseball cap, chiller scarf, rain gear, stop sign, glove, paid training and a salary of **\$8.91** an hour, with a guarantee of 2.5 hours a day pay along with up to a yearly 2% hourly pay increase on your anniversary date. Once your background check has met the standards, your application will be given to the Crossing Guard Supervisor for a final decision.

### **MINIMUM QUALIFICATIONS**

**Education/Experience:** Dependable and able to learn on the job

**Age:** Minimum 18 years of age at time of hire

**Abilities:** Assist children in crossing safely, give and follow all instructions. Determine safest possible time to cross the street. Assess an emergency situation and react appropriately.

**Skills:** Communicate with children of various backgrounds. Maintain working relationships with co-workers, supervisors and the general public. Use patience, tact, courtesy and the ability to cope with vehicular traffic.



### **PHYSICAL CHARACTERISTICS**

Ability to observe and listen to all traffic at a distance; ability to communicate in English with citizens and school children; capable of holding and raising the STOP sign; moving from one side of the street to the other, at a fast pace.

### **AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**



# LAS VEGAS METROPOLITAN POLICE DEPARTMENT

## CROSSING GUARD

### INFORMATION AND INSTRUCTIONS

**All persons performing functions for the Las Vegas Metropolitan Police Department must submit to a background investigation. A typical background investigation can take several months to complete. The investigation must be completed prior to the applicant being placed within the Department.**

#### **1. Interview with the Crossing Guard Supervisor**

After we select your application, together with a **signed and notarized 'Waiver and Authorization for Release of Information' form**, a preliminary background is performed. We will then contact you for an interview appointment. At this time we will instruct you to bring in the following original documents. We will not be able to proceed with the interview unless you have these documents. These documents will be copied and returned to you before the start of the interview with the Crossing Guard Supervisor.

**Applicants should ensure they have the following documents in their possession at the time of the initial interview with the Crossing Guard Supervisor.**

1. Birth Certificate (original with seal)
2. Valid Driver's License (with your current residential address)
3. Social Security Card (with your current name)
4. Proof of U.S. Citizenship (if born abroad)
5. All Legal Name Change Documents (adoption, marriage, divorce, etc.)
6. DD-214 or Statement of Service (if you were in the military)
7. High School Transcripts or GED Certificate: (**except crossing guards** and volunteers)
8. Social Security Ten Year Work History to be obtained in person at the Social Security Office - 1250 South Buffalo Drive, Suite 150, LV, NV 89117. Current cost is \$35.00 - personal check or money order payable to the social security office. (**NO CASH WILL BE ACCEPTED**).  
*<Work History to be provided to Personnel at the time of the Background Investigation>.*

Please complete the application form (current complete addresses, social security number, zip codes, telephone numbers, etc.). **THE INTERVIEW WILL PROGRESS MORE PROMPTLY IF THE APPLICATION IS COMPLETELY FILLED OUT. DO NOT SKIP OR OMIT ITEMS.** If you have any questions regarding the completion of the application, you can call 828-3762 or 828-3192 for assistance.

#### **2. Final Interview with the Personnel Background Investigator**

A Background Investigation in Personnel continues after the preliminary Background Investigation. Background Investigation interviews are conducted at the LVMPD Personnel Bureau located at 101 Convention Center Drive-Suite P-200. Interviews take approximately 45 minutes to one hour. The background investigator will contact you at your home to set up an interview time. This will happen after you have been trained and advised you passed. At this time you will be asked to sign the last page of the employment application "Declaration of Truthful Statements (Page 7).

# WAIVER AND AUTHORIZATION FOR RELEASE OF INFORMATION

To Whom It May Concern:

**I AUTHORIZE** you to furnish any Las Vegas Metropolitan Police Department (LVMPD) background investigator, or other duly accredited representative of the LVMPD conducting my background investigation, any information relating to my activities from individuals, schools, residential management agents, employers, criminal justice agencies, credit bureaus, consumer reporting agencies, collection agencies, retail business establishments, or other sources of information. This information may include, but is not limited to, my academic, residential, achievement, performance, attendance, disciplinary, employment history, criminal history record information, financial and credit information, medical records, and military service records, or any background investigation information that was obtained as a result of my application for employment. Information of a confidential or privileged nature may be included. Your reply will be used to assist the police department in determining my qualifications and fitness for the position I am seeking with the Department. This includes individuals identified by the LVMPD representative, who might have information about my suitability for employment.

**NRS 239B STATES THAT UPON REQUEST OF A LAW ENFORCEMENT AGENCY, AN EMPLOYER SHALL PROVIDE TO THE LAW ENFORCEMENT AGENCY INFORMATION, IF AVAILABLE, REGARDING A CURRENT OR FORMER EMPLOYEE OF THE EMPLOYER WHICH IS AN APPLICANT FOR THE POSITION OF PEACE OFFICER WITH THE LAW ENFORCEMENT AGENCY FURTHERMORE, NRS 41.755 STATES ... AN EMPLOYER WHO DISCLOSES INFORMATION REGARDING AN EMPLOYEE TO A LAW ENFORCEMENT AGENCY PURSUANT TO SECTION 1 OF THIS ACT IS IMMUNE FROM CIVIL LIABILITY FOR SUCH DISCLOSURE AND ITS CONSEQUENCES.**

**I FURTHER AUTHORIZE** you to release arrests, detentions, field citations, field interview cards, officer's records, jail/custody booking records, traffic citations and traffic accident information, district attorney records, court records and reports, probation and parole reports and records, laboratory reports and results, and any other criminal justice records, reports or information source. This inquiry is in compliance with the applicable state code and local ordinances.

**I HAVE READ AND UNDERSTAND** my rights under Title 5, United States Code, Section 552A, the Privacy Act of 1974, and waive those rights with the understanding that information furnished will be used by the Las Vegas Metropolitan Police Department in conjunction with employment procedures. I understand that information obtained by the Las Vegas Metropolitan Police Department may be made accessible to other law enforcement agencies if a proper waiver is provided. I understand that I am waiving any right I may have to this information and it will not be released to me or any private citizen under any circumstance. If however, the Las Vegas Metropolitan Police Department discovers that I am involved in any felonies, the Department is obligated by law to report this information to the proper jurisdiction. This waiver and release applies to information covered by Title 5 as well as information not covered by that statute.

I hereby release the Las Vegas Metropolitan Police Department, you, your organization, and your office's agents and employees, and others from any liability or damage which may result from furnishing the information requested, including any liability pursuant to any state or local code or ordinance, or any similar laws.

**COPIES OF THIS AUTHORIZATION THAT SHOW MY SIGNATURE ARE AS VALID AS THE ORIGINAL RELEASE SIGNED BY ME. THIS AUTHORIZATION IS VALID FOR TWO (2) YEARS FROM THE DATE SIGNED OR UPON TERMINATION OF MY AFFILIATION WITH LVMPD.**

Signature (Sign in Ink)	Full Name (Type or Print Legibly)	Date Signed
Other Names Used		

SUBSCRIBED AND SWORN TO BEFORE ME ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC STATE OF NEVADA

**DOUGLAS C. GILLESPIE, SHERIFF**  
Las Vegas Metropolitan Police Department  
400 Stewart Avenue  
Las Vegas, Nevada 89101-2984  
(702) 828-3111



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13. List ALL of your residences for past 20 years, including ALL duty stations (basic training, tours overseas, etc.) while in the military. Begin with your most current residence. When listing military bases, include nearest city, state, and zip code. When listing addresses, include Street, Avenue, Drive, Court, North, South, East West: include unit number or apartment.

*Attach additional sheets as needed.*

Current address	City/county	state	zip code	From/ to (month & year)	Military installation
Reason for moving					
Address	City/county	state	zip code	From/ to (month & year)	Military installation
Reason for moving					
Address	City/county	state	zip code	From/ to (month & year)	Military installation
Reason for moving					
Address	City/county	state	zip code	From/ to (month & year)	Military installation
Reason for moving					
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Reason for moving					
Address	City/county	state	zip code	From/ to (month & year)	Military installation
Reason for moving					
Address	City/county	state	zip code	From/ to (month & year)	Military installation
Reason for moving					
Address	City/county	state	zip code	From/ to (month & year)	Military installation
Reason for moving					

14. Have you ever been terminated or resigned in lieu of termination? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please explain below.

Does this involve a law enforcement or law enforcement related employer? Yes \_\_\_\_\_ No \_\_\_\_\_

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15. Have you ever received discipline (i.e. oral, written reprimand, suspension, etc.) for excessive absences, tardiness, work performance or other work related concerns: Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain in the space provided below:

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16. List any employer that may give a different version of why you separated from employment:

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17. TEN YEAR EMPLOYMENT HISTORY (start with present position and work backwards):

<b>Dates of Employment (month/year)</b>	Name of Employer	Work Phone (area code)	Monthly Salary
Address (number & street)	City	State	Zip Code
Job Title or Position	<b>Circle type of job:</b> Full Part-time Temp Volunteer Internship	Primary Supervisor	
Describe your job duties			
Reason for leaving			
<b>Dates of Employment (month/year)</b>	Name of Employer	Work Phone (area code)	Monthly Salary
Address (number & street)	City	State	Zip Code
Job Title or Position	<b>Circle type of job:</b> Full Part-time Temp Volunteer Internship	Primary Supervisor	
Describe your job duties			
Reason for leaving			
<b>Dates of Employment (month/year)</b>	Name of Employer	Work Phone (area code)	Monthly Salary
Address (number & street)	City	State	Zip Code

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Job Title or Position	<b>Circle type of job:</b> Full Part-time    Temp    Volunteer Internship	Primary Supervisor
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Describe your job duties

Reason for leaving

<b>Dates of Employment (month/year)</b>	Name of Employer	Work Phone (area code)	Monthly Salary
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Address (number & street)	City	State	Zip Code
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Job Title or Position	<b>Circle type of job:</b> Full Part-time    Temp    Volunteer Internship	Primary Supervisor
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Describe your job duties

Reason for leaving

<b>Dates of Employment (month/year)</b>	Name of Employer	Work Phone (area code)	Monthly Salary
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Address (number & street)	City	State	Zip Code
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Job Title or Position	<b>Circle type of job:</b> Full Part-time    Temp    Volunteer Internship	Primary Supervisor
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Describe your job duties

Reason for leaving

<b>Dates of Employment (month/year)</b>	Name of Employer	Work Phone (area code)	Monthly Salary
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Address (number & street)	City	State	Zip Code
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Job Title or Position	<b>Circle type of job:</b> Full Part-time    Temp    Volunteer Internship	Primary Supervisor
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Describe your job duties

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Reason for Leaving

18. Have you ever had a warrant for your arrest, Failure to Appear, or Summons for anything including traffic? Yes \_\_\_\_\_  
 No \_\_\_\_\_ If yes, explain.

19. List all Police Contact, as an adult or juvenile, during which you were questioned, cited, detained or arrested, whether as a victim/witness/suspect, in any incident. Provide the following information: start with the most recent.

Date	Charges or reason for investigation	Police or military agency	Results

20. Give the following information concerning ALL drivers' licenses you *have held or now hold*:

STATE ISSUED	DRIVER'S LICENSE #	DATES: FROM/TO	RESTRICTIONS

21. Has your driver's license ever been suspended or revoked?       YES       NO      If yes, give details:

22. List ALL driving citations (excluding parking tickets) you have received:

DATE	CITY & STATE	CHARGE	DISPOSITION OR PENALTY

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23. Which of the following drugs have you experimented with/used or sold?

Type of Drug	Year first used	Year last used	Total times Used	Have you ever sold?
Marijuana (hashish)				_____yes    _____no
Designer Drugs: (ecstasy, GHB, etc.)				_____yes    _____no
Hallucinogens: LSD/Peyote/Mushroom/Mescaline/PCP-Angel Dust				_____yes    _____no
Stimulants: Cocaine/Crack/Rock/Powder/Crank/Crystal/Speed/Amphetamine/Meth.				_____yes    _____no
Depressants: Tranquilizers/Barbiturates/Bennis/Quaaludes				_____yes    _____no
Narcotics: Codeine/Opium/Morphine/Heroin				_____yes    _____no
Steroids				_____yes    _____no
Inhalants				_____yes    _____no
Other				_____yes    _____no

24. When was the last time you used someone else's prescription? Explain and give dates.

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25. What is there ethically or morally in your life that could bring discredit to LVMPD if you were hired?

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26. Do you know of anything that would hinder you for employment with a police agency or prevent you from fully discharging the **ESSENTIAL WORK FUNCTIONS** of such employment? (Including working weekends and/or nights, conforming to grooming standards, etc.)

YES

NO

**IF YES**, please explain:

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LAS VEGAS METROPOLITAN POLICE DEPARTMENT

DECLARATION OF TRUTHFUL STATEMENTS

*WARNING: Do not sign this page until in the presence of a  
LVMPD Background Investigator*

I, \_\_\_\_\_ being first duly sworn, deposes and says: That each of the several foregoing statements subscribed to by him/her are true, except such are made upon information and beliefs, and as to these, he/she verily believes the same to be true.

He/She further deposes and says that it is fully understood that any false statements/omissions contained in this document will be grounds for immediate disqualification from the selection process with the Las Vegas Metropolitan Police Departments.

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

Subscribed and sworn to before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

(SEAL)

\_\_\_\_\_  
*Notary Signature*