

# City of Pekin Police Department

Thank you for your interest in the City of Pekin Police Department. Please read this document carefully, paying particular attention to deadlines and required documents:

### **Police Officer Minimum Requirements:**

- \$25.00 non-refundable application fee;
- U.S. Citizen;
- High School Diploma or GED;
- Associate's degree or Bachelor's degree (candidates currently working toward a Bachelor's degree must have at least 60 semester hours of college credit completed and be currently enrolled in classes);
- Valid driver's license;
- Minimum of 20 years of age at time of application deadline (04/30/12) and 21 to <u>under</u> 35 years of age at time of appointment, unless otherwise exempt by statute;
- Submission and completion of the online application and required documents before noon on Monday, April 30, 2012.

### Application Instructions:

- Visit <u>www.publicsafetyrecruitment.com</u> to complete the online application and pay the nonrefundable application fee for the position of Police Officer. Your online application must be <u>completed and confirmed</u> by Monday, April 30, 2012 at 12 noon. You will receive a confirmation number when you have completed the online portion. Save this for your records.
- 2) Return signed release forms and required documents to Public Safety Recruitment by (12:00) noon on Monday, April 30, 2012. Documents received after the deadline will not be accepted. Documents (See CHECKLIST) must be delivered to Public Safety Recruitment, Attn.: Pekin PD, 1127 S. Mannheim Road, Suite 203, Westchester, IL 60154. Delivering documents by hand during business hours <u>OR</u> sending documents via traceable courier is highly suggested to ensure timely delivery. Faxed release forms will not be accepted. Call 1.800.343.HIRE with any questions.
- 3) Attend Written Exam, Physical Agility Test and Oral Interview on Saturday, May 19, 2012 at Edison Junior High School, 1400 Earl Street, Pekin, IL 61554. Arrive by 8:00 a.m. with your valid driver's license or state ID to sign-in. Doors close at 8:30 a.m. and administration of the written exam immediately follows. Candidates arriving after 8:30 a.m. will not be permitted to test. After the written exams have been scored, those applicants who successfully pass the written exam will then take the POWER test and an oral interview will be administered.

All portions of the testing process are mandatory. Failure to attend and successfully complete any portion of the process will result in elimination from employment consideration.

Please visit our website to pay the application fee and complete the online application www.publicsafetyrecruitment.com. If you have any questions, please contact Public Safety Recruitment 1-800-343-HIRE ~ e-mail: info@publicsafetyrecruitment.com 9 am - 5 pm Monday through Thursday and 9 am - 3 pm on Friday

<u>Application:</u>	DEADLINE: 04/30/12 at NOON	
□ Confirmed online	WRITE YOUR CONFIRMATION NUMBER HERE:	
(The confirmation page im	mediately follows the references section of the online application)	
<u>Release Forms:</u>	DEADLINE: 04/30/12 at NOO	
*No photocopies or fax copies will be accepted. You m ORIGINAL DOCUMENTS WITH ORIGINAL SIGNATURES witness signatures include adult family members and frie	5. Acceptable	
	Employment Past and Present*	
Consumer Reports*	High School, College, University* Diploma	
Behavior Profile*	Medical Records*	
Credit History*	Personal Information Release to Municipality*	
Criminal History Information/ Finger	orint* 🛛 Written Examination*	
□ Driving Record <sup>*</sup>	Physical Ability Test*	
Other required documents:	DEADLINE: 04/30/12 at NOOI	
<u>or Bachelor's Degree in any field</u> from an ac	<b>br University Transcripts</b> ( <u>Must indicate attainment of Associate's Degree</u> ccredited College or University. Candidates who are working toward a proof of completion of at least 60 semester hours <u>and current</u> enrollment in	
	(Copy of High School Transcripts with Graduation Date, Dated GED, or Signe	
COPY High School Diploma or GED Letter on High School letterhead is acceptal	(Copy of High School Transcripts with Graduation Date, Dated GED, or Signe ble.)	
<ul> <li>COPY High School Diploma or GED Letter on High School letterhead is acceptal</li> <li>COPY valid Driver's License (copy of</li> </ul>	(Copy of High School Transcripts with Graduation Date, Dated GED, or Signe	
<ul> <li>COPY High School Diploma or GED Letter on High School letterhead is accepted</li> <li>COPY valid Driver's License (copy of</li> <li>COPY Birth Record: READ CAREFULLY: Must contain the application</li> </ul>	(Copy of High School Transcripts with Graduation Date, Dated GED, or Signe ble.) front and back if you received a renewal sticker) ant's full name and date of birth and must be verifiable. To be verifiable, it uthority to confirm the authenticity of the document. <b>ONE OF THE</b>	
<ul> <li>COPY High School Diploma or GED Letter on High School letterhead is acceptal</li> <li>COPY valid Driver's License (copy of</li> <li>COPY Birth Record:</li> <li>READ CAREFULLY: Must contain the application must be possible to contact the regulatory at FOLLOWING IS ACCEPTABLE AND REQUIS</li> <li>Copy of <u>US</u> Birth certificate (Conviting the U.S. State Department or US)</li> </ul>	(Copy of High School Transcripts with Graduation Date, Dated GED, or Signe ble.) front and back if you received a renewal sticker) ant's full name and date of birth and must be verifiable. To be verifiable, it uthority to confirm the authenticity of the document. <b>ONE OF THE</b>	
<ul> <li>COPY High School Diploma or GED Letter on High School letterhead is accepted</li> <li>COPY valid Driver's License (copy of</li> <li>COPY Birth Record:</li> <li>READ CAREFULLY: Must contain the application must be possible to contact the regulatory at FOLLOWING IS ACCEPTABLE AND REQUIT</li> <li>Copy of <u>US</u> Birth certificate (Composition of the second secon</li></ul>	(Copy of High School Transcripts with Graduation Date, Dated GED, or Signe ble.) front and back if you received a renewal sticker) ant's full name and date of birth and must be verifiable. To be verifiable, it uthority to confirm the authenticity of the document. <u>ONE</u> OF THE RED: opy of original or certified by a Board of Health or Bureau of Vital statistics	
<ul> <li>COPY High School Diploma or GED Letter on High School letterhead is acceptal</li> <li>COPY valid Driver's License (copy of</li> <li>COPY Birth Record:</li> <li>READ CAREFULLY: Must contain the applicon must be possible to contact the regulatory at FOLLOWING IS ACCEPTABLE AND REQUING Copy of <u>US</u> Birth certificate (Con- within the U.S. State Department or UC OR</li> <li>Copy of valid US Passport</li> </ul>	(Copy of High School Transcripts with Graduation Date, Dated GED, or Signe ble.) front and back if you received a renewal sticker) ant's full name and date of birth and must be verifiable. To be verifiable, it uthority to confirm the authenticity of the document. <u>ONE</u> OF THE RED: opy of original or certified by a Board of Health or Bureau of Vital statistics J.S. territories. <u>Hospital copy NOT accepted</u> .)	

А ed e for above d from employment cons late, misdirected or incomplete application submissions. You must submit all required documents and have successfully CONFIRMED your online application by the deadline in order to be eligible to attend any portion of testing. You may drop your application documents off in person or by mail; however, all documents including your online application are due by the deadline as indicated.

### PLEASE SUBMIT RELEASE FORMS & OTHER REQUIRED DOCUMENTS TO:

### **PUBLIC SAFETY RECRUITMENT**

**ATTN: PEKIN PD** 

### 1127 S. MANNHEIM RD., SUITE 203

WESTCHESTER, IL 60154

### DO NOT SUBMIT REQUIRED DOCUMENTS TO THE DEPARTMENT OR CITY OF PEKIN.

## IMPORTANT NOTICE TO APPLICANT: PLEASE READ THIS NOTICE AND CONSENT FORM CAREFULLY BEFORE SIGNING. YOU WILL BE PROVIDED WITH A COPY OF THIS FORM AT ANY TIME UPON REQUEST

#### NOTICE AND CONSENT CONCERNING CONSUMER REPORTS FOR EMPLOYMENT PURPOSES

This form, which you should read carefully, has been provided to you because I/O Solutions, Inc. (hereinafter referred to as "the Company") or the Department(s) to whom you request the Company to forward your application (hereinafter referred to as "the Department(s)" may request consumer reports or investigative consumer reports. Any requests for consumer reports or investigative consumer reports from the Company will be made on behalf of any or all of the Department(s). The consumer reports or investigative consumer reports may then be reviewed by any or all of the Department(s).

For the benefit of the Department(s), the Company may perform applicant background checks and employee investigations. These background checks and investigations may be performed by the Company, in whole or in part, at the Company's discretion. The Department(s) may also perform applicant background checks and employee investigations. These background checks and investigations may be performed by the Department(s), in whole or in part, at the discretion of the Department(s).

The Company's and Department(s)' background checks may also include the use of consumer reporting agencies to gather and report information in the form of consumer or investigative consumer reports regulated by federal law. Such reports, if obtained, will be prepared by consumer reporting agencies and may contain information concerning your credit standing or worthiness, character, general reputation, personal characteristics, or mode of living. Federal law defines a "consumer reporting agency" as any person (or entity) which for monetary fees, dues, or on a cooperative nonprofit basis, regularly engages in whole or in part in the practice of assembling or evaluating consumer credit information or other information on consumers for the purpose of furnishing reports to third parties. The Company is not a consumer reporting agency nor are the Department(s).

The types of reports that may be requested from consumer reporting agencies under this policy, include, but are not limited to, credit reports, criminal records checks, court records checks, driving records, and/or summaries of educational and employment records and histories. The information contained in these reports may be obtained by a consumer reporting agency from public record sources or through personal interviews with your co-workers, neighbors, friends, associates, current or former employers, or other personal acquaintances. Any information contained in such reports may be taken into consideration by the Department(s) in evaluating your suitability for employment, promotion, reassignment or retention as an employee. Any information contained in such reports may be used for other purposes required by law or ethical business practices.

If the Company or Department(s) request(s) an investigative consumer report to be performed by a consumer reporting agency, as defined by federal law, you will receive a notice indicating that the report has been requested no later than three days after the request is made to the agency. This additional notice, if issued, will provide you with further information pertaining to federal law governing investigative consumer reports. You will not receive such a notice if the investigation is performed by the Company or a person or entity other than a consumer reporting agency.

If any adverse decision is made with regard to your application for employment or subsequent employment by a Department(s), based entirely or in part on the information contained in a consumer report or investigative consumer report prepared by a consumer reporting agency, the Department(s) are required to notify you and give you a copy of the report, as well as a summary of your applicable rights. If you have ever filed for bankruptcy, the Department(s) may not base an employment decision solely on this information.

Your consent is required by law before the Company or the Department(s) may obtain a consumer report or investigative consumer report from a consumer reporting agency pertaining to your submission of an application for employment with a Department. Your signature below indicates that you have carefully read and understand that the Company and the Department(s) may request and review a consumer report or investigative consumer report regarding you, consistent with this policy, in connection with your application for employment and that you consent to the release of such consumer reports or investigative consumer reports to the Company and the Department(s) for employment purposes, including any future decisions concerning your employment, promotion, reassignment or retention. You also consent to release of this information to the Company and the Department(s) for other purposes required by law or ethical business practices. Your signature additionally reflects your understanding that such consent will remain in effect indefinitely until you revoke it (cancel it) in writing, as described below.

Refusal to consent to a consumer report or investigative consumer report as required by this notice may result in rejection of an application, or withdrawal of an offer of employment.

Copyright © 2012, I/O Solutions, Inc.

### REQUIRED RELEASE DOCUMENT: PAGE 1 OF 12

DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### CONSENT STATEMENT

I have carefully read and understand this notice and consent form and, by my signature below, consent to the release of consumer or investigative consumer reports, as defined above, to the City of Pekin or I/O Solutions, Inc. (hereinafter referred to as "the Company") (and thereby to the departments to whom I have requested the Company to forward my application (hereinafter referred to as "the Department(s)")). I further understand that this consent will remain in effect until revoked in a written document signed by me. In the event that I wish to refuse or revoke my consent at any time, I understand that I may do so by either signing the Refusal or Revocation of Consent Statement below and returning it to the Company, at 1127 S Mannheim Rd, Suite 203, Westchester, IL 60154, or sending a signed letter or statement to the Company at the same address, indicating that I revoke my consent to the Company's obtaining consumer reports or investigative reports about me for employment purposes. I further understand that any and all information contained in my job application or otherwise disclosed to the City of Pekin or to the Company by me may be utilized for the purpose of obtaining the consumer reports or investigative consumer reports requested by the Company and confirm that all such information is true and correct.

Name of applicant (Printed)	Social Security Number

Applicant Signature

Date

**REFUSAL OR REVOCATION OF CONSENT STATEMENT** (DO NOT SIGN UNLESS YOU HAVE DECIDED THAT YOU WILL NOT CONSENT, OR WILL NO LONGER CONSENT TO THE CITY OF PEKIN OR THE COMPANY OBTAINING CONSUMER REPORTS OR INVESTIGATIVE CONSUMER REPORTS REGARDING YOU FOR EMPLOYMENT OR OTHER PURPOSES. )

I do not consent to the City of Pekin or I/O Solutions, Inc. (hereinafter referred to as "the Company") obtaining consumer reports or investigative reports about me in connection with my employment or any other purposes. If I have previously granted my consent, I hereby revoke it and understand that such revocation will take effect immediately after the Company receives this written revocation and has actual knowledge of it sufficient to communicate the revocation to those employees or agents of the Company who typically request consumer reports for the Company.

Name of applicant (Printed)

Social Security Number

Applicant Signature

Date

DO NOT SIGN ABOVE UNLESS YOU HAVE DECIDED THAT YOU WILL NOT CONSENT.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 2 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### **BEHAVIORAL PROFILE**

### DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from you which will be used for a Behavioral Profile. The tests, survey and interviews are designed to: measure your attitudes regarding drugs and alcohol, trustworthiness, and work; to predict your interpersonal skills, personality traits and motivations; and to predict your on the job mental abilities.

### **CONSENT FOR BEHAVIORAL PROFILE**

I hereby grant my consent for the I/O Solutions, Inc., or its authorized representative to conduct the necessary interviews and administer the necessary examinations to determine my Behavioral Profile.

#### RELEASE

I understand that release of the results of my Behavioral Profile by this written authorization will result in disclosure of those test and survey results.

I hereby consent to the release of the test and survey results and other relevant information to authorized representatives of the I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the Behavioral Profile or due to the disclosure of the test and survey results as authorized herein by me. In the event that I have a disability which will affect my ability to take any examination, I will so inform the I/O Solutions, Inc. prior to the administration of the examinations so that a reasonable accommodation can be made. I/O Solutions, Inc. reserves the right to require medical documentation concerning the need for the accommodation.

Agreed to:	Applicant Name, printed	Date
	Applicant Signature	Date
		Date
	Witness Name, printed	
	Witness Signature	Date

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 3 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### **CREDIT HISTORY**

### DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from private credit reporting agencies as to your credit history. This investigative consumer report includes, if applicable, information as to your character, general reputation, personal characteristics, and mode of living. You have the right to make a written request within a reasonable period of time to receive detailed information about the nature and scope of this investigation.

### CONSENT AND AUTHORIZATION TO INVESTIGATE CREDIT HISTORY

I hereby authorize and consent to a thorough investigation of my past and present credit history and disclosure of the results of that investigation to third parties. I understand that release of my past and present credit records by this written authorization will result in the disclosure of those records. I understand that this investigative consumer report can include, if applicable, information as to my character, general reputation, personal characteristics, and mode of living.

### RELEASE

I hereby consent to the release of the results of the investigation of my credit history and other relevant information to authorized representatives of the City of Pekin or I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners and the I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation of my past and present credit history and the disclosure of the results of that investigation as authorized by me.

I waive the right to written notice required of any former employer pursuant to the Personnel Records Review Act, 820 ILCS  $\frac{40}{7(1)}$ . I also acknowledge that I have had the opportunity to discuss the importance of this waiver with legal counsel of my own choosing.

Agreed to:	Applicant Name, printed	Date
	Applicant Signature	Date
		Date
	Witness Name, printed	
	\\//:	Date
	Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 4 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### **CRIMINAL HISTORY INFORMATION / FINGERPRINT**

#### DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from State and local law enforcement agencies for any reportable criminal history information concerning you using your fingerprints. This information can include a record of any convictions, which are required by statute to be collected and maintained by government agencies.

#### RELEASE

I agree to be fingerprinted by the City of Pekin and acknowledge that these fingerprints will be used to investigate my criminal history and conviction record. I agree to and understand the release of the results of the investigation, to determine my criminal history information, will result in the disclosure of information concerning whatever criminal history exists regarding me to third parties.

I hereby acknowledge the results of the investigation to determine my criminal history will be released to authorized representatives of the City of Pekin or I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation into my criminal history and the disclosure of any of that information.

Agreed to:		Date
	Applicant Name, printed	
		Date
	Applicant Signature	
		Date
	Witness Name, printed	
		Date
	Witness Signature	

#### DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 5 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### **DRIVING RECORD**

### DISCLOSURE

This is to inform you that in processing your application an investigation will be made whereby information is obtained from the Secretary of State regarding your driving record. This information can include a record of your current driver's license issuance information (exclusive of information on judicial driving permits); convictions and orders entered revoking, suspending, or canceling your driver's license or privilege.

#### RELEASE

I hereby acknowledge the results of the investigation of my driving record will be released to authorized representatives of the City of Pekin or I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc. its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation into and the disclosure of my driving record.

Agreed to:		Date
	Applicant Name, printed	
		Date
	Applicant Signature	
		Date
	Witness Name, printed	
		Date
	Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 6 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### EMPLOYMENT: PAST AND PRESENT

### CONSENT

I hereby consent to a thorough investigation of my past and present employment activities and agree to cooperate in such investigation. I hereby authorize my past and present employers to release the requested information and to comment on my work record.

### RELEASE

I understand that by this written authorization my past and present employment records will be disclosed to third parties. I hereby consent to the release of the results of the investigation into my past and present employment and other relevant information to any past and present employment and other relevant information to any past and present employment and other relevant information and the city of Paking and 1/Q. Solutions have for any past and present employment and other relevant information and the city of Paking and 1/Q.

information to authorized representatives of the City of Pekin and I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation of my past and present employment and the disclosure of the results of that investigation as authorized herein by me.

Agreed to:	Applicant Name, printed	Date
		Date
	Applicant Signature	
		Date
	Witness Name, printed	
		Date
	Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 7 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### HIGH SCHOOL, COLLEGE, UNIVERSITY DIPLOMA

### CONSENT

I hereby consent to an investigation to determine the authenticity of my high school or General Education Diploma, college, or University diploma. I hereby authorize my secondary school or its equivalent to release such information regarding the authenticity of my high school (or its equivalent), college, or university diploma to representatives of the City of Pekin or I/O Solutions, Inc.

#### RELEASE

I understand that by this written authorization that information gathered regarding the authenticity of my diploma or its equivalent will be disclosed to third parties.

I hereby consent to the release of results of the investigation of the authenticity of my diploma or its equivalent to authorized representatives of the City of Pekin or to I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation of the authenticity of my high school (or its equivalent), college, or university diploma and the disclosure of the results of that investigation as authorized herein by me.

Agreed to:	Applicant Name, printed	Date
	Applicant Signature	Date
	Witness Name, printed	Date
	Witness Signature	Date

#### DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 8 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### MEDICAL RECORDS

### CONSENT

I hereby consent for I/O Solutions, Inc., or its authorized representative to obtain my medical records from my primary physician for the period of time that my name appears on the City of Pekin's Final Eligibility List.

### RELEASE

I understand that release of my medical records by this written authorization will result in disclosure of my medical records. I hereby consent to the release of my medical records to authorized representatives of the City of Pekin or to I/O Solutions, Inc. for appropriate review and/or dissemination to those municipalities and/or Fire/Police Departments to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the disclosure of my medical records as authorized herein by me.

Agreed to:	Applicant Name, printed	Date
	Applicant Signature	Date
	Witness Name, printed	Date
	Witness Signature	Date

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 9 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### PERSONAL INFORMATION RELEASE TO MUNICIPALITY

#### DISCLOSURE

This is to inform you that in processing your application an investigation has been made whereby information is obtained concerning you. This information can include a record of all personal information, required by statute to be collected and maintained by government agencies.

### RELEASE

I understand that release of the results of the historical investigation profile will result in the disclosure of information regarding me to third parties.

I hereby acknowledge the results of the investigation will be released to authorized representatives of the City of Pekin or to I/O Solutions, Inc., for appropriate review and dissemination to this municipality and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the investigation and the disclosure of any of that information.

Agreed to:		Date
	Applicant Name, printed	
		Date
	Applicant Signature	
		Date
	Witness Name, printed	
		Date
	Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 10 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### WRITTEN EXAMINATION

#### RELEASE

By this written authorization I understand that release of the results of my Written Examination will result in disclosure of those test results to third parties.

I hereby consent to the release of the results of my Written Examination for dissemination to the City of Pekin and to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment.

By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of the Written Examination or due to the disclosure of the test and survey results as authorized herein by me.

In the event that I have a disability which will affect my ability to take any examination, I will so inform the I/O Solutions, Inc. prior to the administration of the examinations so that a reasonable accommodation can be made. I/O Solutions, Inc. reserves the right to require medical documentation concerning the need for the accommodation.

Agreed to:		Date
-	Applicant Name, printed	
		Date
	Applicant Signature	
		Date
	Witness Name, printed	
		Date
	Witness Signature	

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. **REQUIRED RELEASE DOCUMENT: PAGE 11 OF 12** DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. <u>SEE CHECK LIST</u> FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES <u>NOT</u> ACCEPTED. <u>INK</u> SIGNATURES REQUIRED. CALL 800.343.HIRE WITH QUESTIONS.

### PHYSICAL ABILITY TEST

#### RELEASE

I understand that as part of the examination process I must submit to a Physical Ability Test. I acknowledge that the Physical Ability Test is strenuous and there are risks of injury or death associated with participation in the Physical Ability Test and I voluntarily assume these risks.

I certify that I am now in good health and know of no limitations that I have which would prevent me from performing the Physical Ability Test or which if communicated to the officers, servants, agents, and employees of I/O Solutions, Inc. would cause them to refuse to permit me to take the Physical Ability Test.

I understand that by this written authorization I am consenting to the release of the results of my Physical Ability Test and that release will result in disclosure of those test results to third parties.

I hereby consent to the release of my Physical Ability Test results and other relevant information to authorized representatives of the City of Pekin and to I/O Solutions, Inc. for appropriate review and dissemination to those municipalities and/or Fire/Police Departments (whichever is applicable) to which I have made application for employment or to which I will make application for employment. By executing this form I release, discharge and hold harmless the City of Pekin, the City of Pekin Board of Fire and Police Commissioners, and I/O Solutions, Inc., its directors, officers, staff, employees, agents, representatives, and assignees from any and all claims, demands, actions, fees and causes of action, suits at law, proceedings in equity, and liability that may arise by reason of my participation in the Physical Ability Tests (including but expressly not limited to: any and all injuries, losses, damage to my person or my death, which shall have been caused by, or contributed to by or resulted from my physical and/or medical condition) and/or by reason of the disclosure of the results of those tests as authorized herein by me. I further agree that I will not assign any right to which I may have to a cause of action against any of the foregoing persons or entities, to any person or legal entity.

In the event that I have a disability which will affect my ability to take any examination, I will so inform I/O Solutions, Inc. prior to the administration of the examinations so that a reasonable accommodation can be made. I/O Solutions, Inc. reserves the right to require medical documentation concerning the need for the accommodation. This release is binding on myself, my heirs, assigns, executors and administrators.

Agreed to:	Applicant Name, printed	Date
	Applicant Signature	Date
	Witness Name, printed	Date
	Witness Signature	Date

DO NOT SUBMIT WITHOUT OBTAINING A WITNESS SIGNATURE FROM AN ADULT FAMILY MEMBER OR FRIEND RESIDING IN THE U.S.

Copyright © 2012, I/O Solutions, Inc. DO NOT SUBMIT WITHOUT OBTAINING WITNESS SIGNATURES OF AN ADULT FAMILY MEMBER OR FRIEND RESIDING WITHIN THE US. SEE CHECK LIST FOR LIST OF ALL REQUIRED DOCUMENTS DUE 04/30/2012. COPIES OR FAXES NOT ACCEPTED. INK SIGNATURES REQUIRED. CALL 800.343.HIRE WITH OUESTIONS.