

# KENTUCKY STATE POLICE - CADET TROOPER APPLICATION FOR EMPLOYMENT

919 Versailles Road  
Frankfort, Kentucky 40601

Answer each item completely and accurately. **Applications will not be accepted without a certified copy of your birth certificate, copy of your driver's license, official high school transcript along with other documents as specified with this application. False answers will lead to dismissal.**

Applicant Name \_\_\_\_\_  
Last First Middle Maiden

Mailing Address \_\_\_\_\_  
Street /P.O. Box City County State Zip Code

Telephone \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Home Work Cell Month Day Year

Social Security Number \_\_\_\_\_ Are you at least 21 years of age?  Yes  No

E-mail Address (Required) \_\_\_\_\_

HS Graduate  Yes  No  GED US Citizenship Acquired By  Birth  Marriage  Naturalization

**You must meet at least one of the following requirements below. Please check all that apply and attach required supporting documentation with application.**

High School Diploma/GED (*Attach Official H.S. transcript or GED scoresheet*) with three years' work experience (*Complete & attach Work Experience Verification Form indicating three (3) years cumulative full time work experience. Work experience must equate to at least thirty-six (36) months of employment, volunteer work, paid or unpaid internships, having worked an average minimum of thirty (30) hours per week or 130 hours per month.*)

Sixty (60) College Semester Hours (*Attach an Official Transcript from the College or University*)

Two (2) Years Active Duty in the Military (*Attach a copy of DD214 or notarized letter from commander verifying length of service*)

Two (2) Years Experience as a Sworn Full-Time, Law Enforcement Officer (*Attach a notarized statement from employer on agency letterhead as to length of service and photo copy of your academy's graduation certificate*)

Are you currently under an employment contract as a sworn, full-time law enforcement officer or as a Kentucky POPS certified Police Officer? YES  NO  Contract Expiration Date: \_\_\_\_\_

Department Name \_\_\_\_\_ Academy Graduation Date \_\_\_\_\_

Applicants may be required to complete an extensive background profile. All persons selected for employment by the Kentucky State Police as Cadet Troopers will be subject to a rigorous training program of twenty-four (24) weeks in duration or twelve (12) weeks if an accelerated class is available and you qualify. All cadets are required to live at the Academy during this training period and must adhere to all rules and regulations of the Kentucky State Police. Cadets will be appointed to the position of Trooper upon successful completion of the training program. Initial duty assignments will be made according to the needs of the Kentucky State Police. Officers may be assigned anywhere within Kentucky and may be subject to transfer at any time while employed in a sworn State Police position to any part of the state. Employment may be terminated with or without cause at any time during the training period or the probationary period of one (1) year immediately following appointment as a Trooper. All candidates who are selected for final employment consideration are required to provide a sample (blood/urine) for drug testing purposes. If employed as a sworn officer, submission to random drug testing will be mandatory during the course of employment. Additionally, polygraph examinations will be administered to candidates who are selected for final employment consideration.

I certify that I have read, understood and accept the conditions expressed in the foregoing paragraph. I further certify that all of the information I have provided on this application form is truthful and accurate to the best of my knowledge. I understand that my background will be extensively investigated by a Kentucky State Police officer and I consent to such investigation. The Kentucky State Police is an equal opportunity employer with strict prohibitions against any unlawful discrimination based upon race, sex, age, national origin, religion, disability, or political affiliation.

\_\_\_\_\_  
Signature of Applicant (as usually written)  
To be signed in the presence of a notary

\_\_\_\_\_  
Date of Signature

Note: This application must be notarized in the space provided below.

Subscribed and sworn to before me by the above applicant, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Signature of Notary My Commission Expires \_\_\_\_\_, \_\_\_\_\_  
Month & Day Year



## 3 Years Work Experience Verification Form

**NOTE: LIST MOST RECENT POSITION FIRST.** INCLUDE CHRONOLOGICAL HISTORY OF EMPLOYMENT STARTING WITH CURRENT OR MOST RECENT POSITION. ACCOUNT FOR ALL PERIODS INCLUDING CASUAL EMPLOYMENT. BE SURE TO INCLUDE INTERNSHIPS, VOLUNTEER WORK, & MILITARY EXPERIENCE, IF APPLICABLE. IF YOU HAVE MORE THAN 3 YEARS WORK EXPERIENCE, LIST THE MOST RECENT 3 YEARS WORK EXPERIENCE.

### CURRENT/ MOST RECENT EXPERIENCE SECTION #1

FROM MO/YR	TO MO/YR	NAME AND ADDRESS OF EMPLOYER	PHONE NUMBER	NAME & TITLE OF IMMEDIATE SUPERVISOR

EXACT TITLE OF YOUR POSITION	EMPLOYMENT STATUS	SALARY/EARNINGS	AVG. HOURS PER WEEK	REASON FOR LEAVING
	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	BEGINNING \$ _____ PER _____ ENDING \$ _____ PER _____		

**DESCRIPTION OF WORK:** (Describe your specific duties, being sure to include any supervisory, managerial, or professional experience, if applicable)

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### EXPERIENCE SECTION #2

FROM MO/YR	TO MO/YR	NAME AND ADDRESS OF EMPLOYER	PHONE NUMBER	NAME & TITLE OF IMMEDIATE SUPERVISOR

EXACT TITLE OF YOUR POSITION	EMPLOYMENT STATUS	SALARY/EARNINGS	AVG. HOURS PER WEEK	REASON FOR LEAVING
	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	BEGINNING \$ _____ PER _____ ENDING \$ _____ PER _____		

**DESCRIPTION OF WORK:** (Describe your specific duties, being sure to include any supervisory, managerial, or professional experience, if applicable)

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### 3 Years Work Experience Verification Form

#### EXPERIENCE SECTION #3

FROM MO/YR	TO MO/YR	NAME AND ADDRESS OF EMPLOYER	PHONE NUMBER	NAME & TITLE OF IMMEDIATE SUPERVISOR

EXACT TITLE OF YOUR POSITION	EMPLOYMENT STATUS	SALARY/EARNINGS	AVG. HOURS PER WEEK	REASON FOR LEAVING
	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	BEGINNING \$ _____ PER _____ ENDING \$ _____ PER _____		

DESCRIPTION OF WORK: (Describe your specific duties, being sure to include any supervisory, managerial, or professional experience, if applicable)

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#### EXPERIENCE SECTION #4

FROM MO/YR	TO MO/YR	NAME AND ADDRESS OF EMPLOYER	PHONE NUMBER	NAME & TITLE OF IMMEDIATE SUPERVISOR

EXACT TITLE OF YOUR POSITION	EMPLOYMENT STATUS	SALARY/EARNINGS	AVG. HOURS PER WEEK	REASON FOR LEAVING
	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	BEGINNING \$ _____ PER _____ ENDING \$ _____ PER _____		

DESCRIPTION OF WORK: (Describe your specific duties, being sure to include any supervisory, managerial, or professional experience, if applicable)

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### 3 Years Work Experience Verification Form

#### EXPERIENCE SECTION #5

FROM MO/YR	TO MO/YR	NAME AND ADDRESS OF EMPLOYER	PHONE NUMBER	NAME & TITLE OF IMMEDIATE SUPERVISOR

EXACT TITLE OF YOUR POSITION	EMPLOYMENT STATUS	SALARY/EARNINGS	AVG. HOURS PER WEEK	REASON FOR LEAVING
	<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME	BEGINNING \$ _____ PER _____ ENDING \$ _____ PER _____		

DESCRIPTION OF WORK: (Describe your specific duties, being sure to include any supervisory, managerial, or professional experience, if applicable)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I further certify that all of the information I have provided on this application form is truthful and accurate to the best of my knowledge. I understand that my background will be extensively investigated by a Kentucky State Police Trooper and I consent to such investigation.

\_\_\_\_\_  
 Signature of Applicant (as usually written)  
 To be signed in the presence of a notary

\_\_\_\_\_  
 Date of Signature

Note: This application must be notarized in the space provided below.

Subscribed and sworn to before me by the above applicant, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
 Signature of Notary

My Commission Expires \_\_\_\_\_, \_\_\_\_\_  
 MONTH & DAY YEAR

\_\_\_\_\_  
 Notary Number



## **APPLICATION REQUIREMENTS** **MUST BE SUBMITTED WITH APPLICATION (IF APPLICABLE)**

- **COPY OF A CERTIFIED GOVERNMENT ISSUED BIRTH CERTIFICATE**  
COPIES THAT ARE NOT ACCEPTABLE ARE A NON-LEGIBLE COPY, HOSPITAL VERSION OF BIRTH CERTIFICATE, OR NOTIFICATION OF REGISTRATION OF BIRTH.  
BIRTH CERTIFICATES IN A LANGUAGE OTHER THAN ENGLISH SHOULD BE ACCOMPANIED WITH AN OFFICIAL INTERPRETATION.  
NATURALIZATION CITIZENS MUST SUBMIT A COPY OF THEIR NATURALIZATION DOCUMENTATION.
- **COPY OF A VALID DRIVERS LICENSE**
- **HIGH SCHOOL TRANSCRIPT OR GED SCORE SHEET**  
**NOTE:** HIGH SCHOOL TRANSCRIPT **MUST** BE ISSUED BY A STATE RECOGNIZED BOARD OF EDUCATION.
- **3 YEARS WORK HISTORY VERIFICATION FORM (IF APPLICABLE)**
- **OFFICIAL COLLEGE OR UNIVERSITY TRANSCRIPT REFLECTING AT LEAST 60 SEMESTER HOURS (IF APPLICABLE) (PHOTO COPIES WILL NOT BE ACCEPTED)**
- **NOTARIZED LETTER FROM EMPLOYER IN LAW ENFORCEMENT CERTIFYING LENGTH OF EMPLOYMENT (IF APPLICABLE)**  
**NOTE:** MUST HAVE COMPLETED TWO YEARS OF FULL TIME SWORN LAW-ENFORCEMENT FROM THE TIME OF GRADUATION FROM YOUR STATE'S LAW-ENFORCEMENT ACADEMY.
  - **PLEASE PROVIDE A COPY OF YOUR DIPLOMA FROM YOUR ACADEMY GRADUATION.**
  - MUST BE ABLE TO VERIFY THAT YOU ARE **NOT UNDER** CONTRACT WITH YOUR CURRENT AGENCY.
- **COPY OF DD214 FORM IF A VETERAN OF THE MILITARY –OR- IF CURRENTLY ACTIVE, A NOTARIZED LETTER FROM THE COMMANDING OFFICER VERIFYING LENGTH OF SERVICE (IF APPLICABLE)**

**APPLICATION MUST BE COMPLETE, SIGNED AND NOTARIZED**



# Kentucky State Police

## EEO Data Information

We would like to have every applicant provide the information listed below, but you are not required to do so. This information will be used solely for purposes of research on our fair employment practices. All pages of this application must be returned.

**Name:**

\_\_\_\_\_

Last	First	Middle Initial	Maiden
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**Social Security Number:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Gender (check one)**

- Male                       Female

**Race/Ethnic Group (check one)**

- 0 – Caucasian               1 – African American               2 – Hispanic or Latino  
 3 – Asian                       4 – American Indian or Alaskan Native  
 5 – Native Hawaiian or Other Pacific Islander               6 – Two or More Races

**Referral Source (check one)**

- 1 – College/University               2 – State Police Trooper/Employee               3 – Radio/Television  
 4 – Job/Career Fair                       5 – Newspaper                                       6 – State Police Website  
 7 – Job Boards                               8 – Employee Partnership of the Armed Forces               9 – Social Media  
 10 – Other

Have you served in the Military?              YES                                      NO

If you answered yes, which branch of service? \_\_\_\_\_

Rev 06 2016

**Applicant's Name:** \_\_\_\_\_  
**(Please Print)**  
**E-mail Address:** \_\_\_\_\_

**Mail Completed Application and Documents To:**

**Kentucky State Police-Recruitment  
Cadet Trooper Application  
919 Versailles Road  
Frankfort, KY 40601**