

**Police Chief  
Supplemental Questionnaire  
Application Deadline: until position is successfully filled**

The following supplemental information will be used as a scored evaluation of your knowledge, skills and experience, including eligibility for Veteran’s Preference Points. Choices you make must correspond to the information you have provided in your application and all additional documents and information you have included with your application, including a resume if attached. You may be asked to demonstrate your knowledge and skills in a work sample or during the interview process for this position. By completing this supplemental questionnaire, you are attesting that the information you have provided is true and accurate.

By my signature below, I attest that this information is correct and accurate and I understand any misstatement or falsification of information may eliminate me from consideration or could result in dismissal after hire.

DATED: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**FAILURE TO COMPLETE THIS SUPPLEMENTAL QUESTIONNAIRE WILL RESULT IN DISQUALIFICATION FOR CONSIDERATION FOR THIS POSITION.**

The following are requirements to meet minimum eligibility for employment consideration:	NO	YES
MN P.O.S.T License (or eligible to be licensed on or before January 1, 2022)		
Five (5) years progressive Law Enforcement (P.O.S.T. Licensed) experience		
CPR First Aid (or will be certified within 60 days of employment)		
Valid MN Class “D” driver’s license		

Knowledge/Skills/Experience	NO	YES
1. Education: Associates Degree in Law Enforcement		
2. Education: Baccalaureate Degree in Law Enforcement		
3. Which of the following best describes your experience overseeing and directing the activities performed by other staff?		
a) No Experience		
b) Limited – I have provided some work direction or suggestions to staff		
c) Moderate – I have occasionally provided work direction and/or training to others		
d) Extensive – I have frequently provided direction to and/or formally supervised other employees on a regular part of my job.		
4. While in a supervisory position, I have been responsible for:		
a) Assigning tasks and scheduling work shifts.		
b) Approved staff timesheets		

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c) Evaluated progress of employees, conducting formal performance appraisals at assigned intervals		
d) Conducted internal investigations of complaints against department staff in accordance with City policy and legal requirements		
e) Recommended reward and discipline; administer disciplinary action as necessary		
f) Maintained detailed documentation of personnel matters		
5. Prepared and presented reports to City (County/State) authorities		
6. Served as liaison between law enforcement and community		
7. Which of the following best describes your years of full-time employment experience directly related to P.O.S.T licensed law enforcement duties with an increasing responsible role?		
a) No Experience		
b) Less than 5 years' full-time experience		
c) At least 5 years' full-time experience		
d) More than 7 years' full-time experience		
8. I am able to speak another language in addition to standard American English: a) Basic proficiency b) Intermediate proficiency c) Fluent Language: _____		
9. Responsible for and/or assisted in development of annual budget. Approve and monitor department expenditures.		
10. Plan, develop and execute training program for department personnel, subject to state and federal laws and City policies.		
11. Emergency personnel are required to respond to emergency calls within 20 minutes of the call. Are you willing and able to meet this requirement?		
12. I am able to meet the physical and medical requirements as established by the job description.		
13. I am eligible for Veteran Preference Point and have attached my DD214. (NOTE: DD214 MUST be ATTACHED for awarding of eligible points. )		

**SUBMIT WITH APPLICATION BY DEADLINE STATED IN RECRUITMENT AD**

Thank you for applying for the City of Arlington Police Chief. You will be notified as we proceed through the recruitment process.

Please do not hesitate to contact the City Office if you have questions at (507) 964-2378 or [anewsom@arlingtonmn.com](mailto:anewsom@arlingtonmn.com)

Document completed and finalized: \_\_\_\_\_