



ROYAL BARBADOS POLICE FORCE

APPLICATION FORM

THIS APPLICATION FORM CONSISTS OF ELEVEN (11) SECTIONS ON TWELVE (12) PAGES AND MUST BE COMPLETED IN ITS ENTIRETY BY THE APPLICANT.

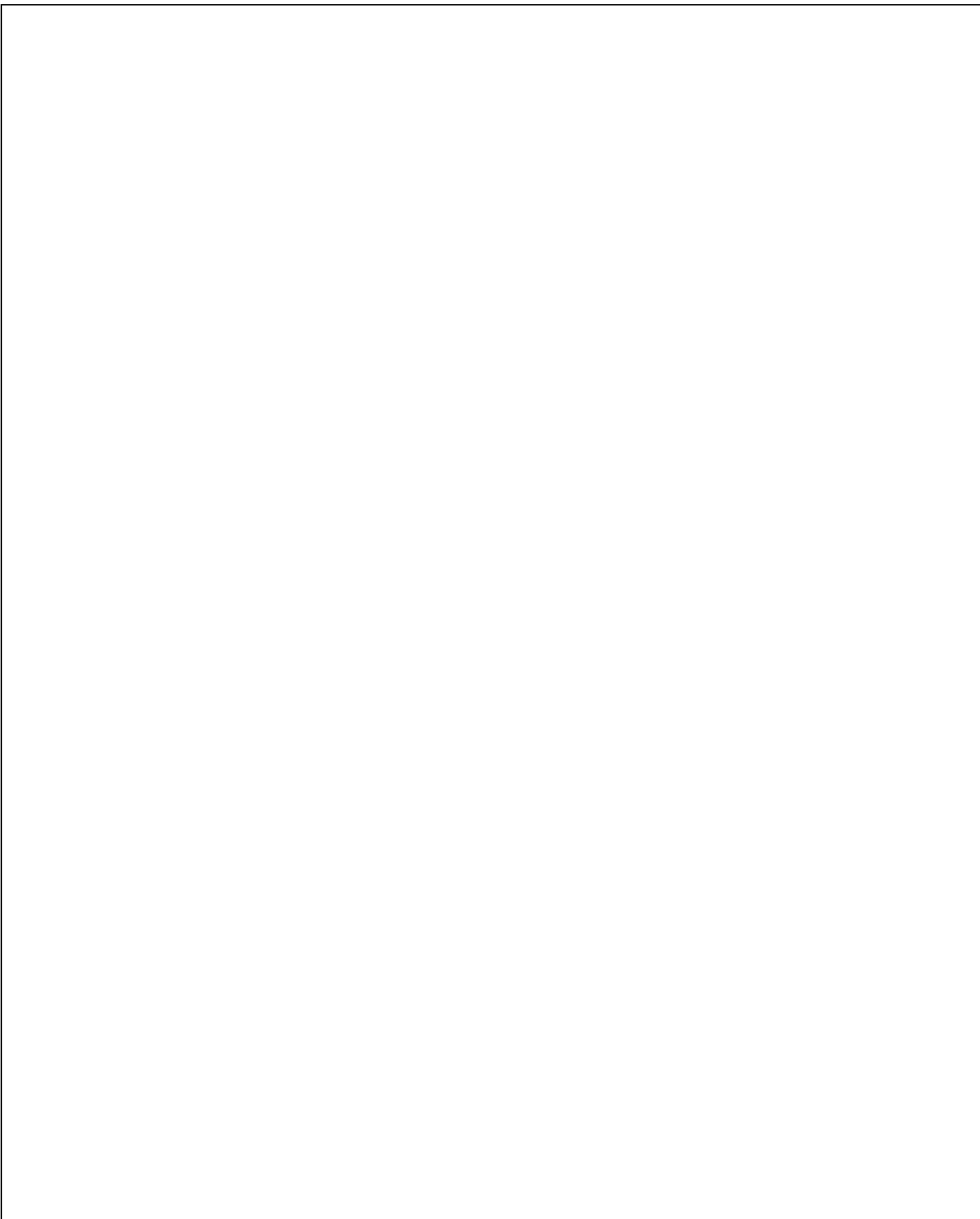
APPLICANTS SHOULD NOT SIGN AND SUBMIT THIS APPLICATION FORM BEFORE READING AND UNDERSTANDING ITS CONTENTS.

APPLICANTS ARE ADVISED TO RE-READ THIS APPLICATION ON COMPLETION TO ENSURE ALL INFORMATION SUBMITTED IS ACCURATE.

SECTION (1) **REQUIREMENTS**

1. Incomplete application forms or application forms completed in pencil will not be acknowledged. It must be printed or typed in blue or black ink only.
2. This application form when completed in the handwriting of the applicant must be done in blue or black ink only.
3. The applicant's ability to honestly complete this application is part of the selection process to determine suitability for employment.
4. An applicant who intentionally omits any pertinent information such as past illegal narcotic/controlled drug use or other crimes, will be automatically eliminated from consideration for employment.
5. Applicants must have no criminal convictions in this jurisdiction or elsewhere.
6. An applicant must bring to the attention of the Training/Recruitment Office the fact that he/she is defensively involved in any criminal/traffic investigation or proceeding.
7. All sections of this application form which do not apply to the applicant must be clearly marked **N/A**. (Additional pages may be attached if needed).
8. The completed application form will be treated in strict confidence and will be used to assess the applicant's suitability to join the Royal Barbados Police Force.
9. Participation in the selection process is not evidence of approval for enlistment.
10. Completed application forms for enlistment may be posted by mail or otherwise delivered to the Training/Recruitment Office, Training Division, Police Headquarters, Lower Roebuck Street, Bridgetown, Saint Michael.
11. An applicant should notify the Training/Recruitment Office immediately if he/she no longer wishes to pursue his/her application after the submission of same.
12. Applicants must be Commonwealth citizens.

13. Non-Barbadian Applicants must have and produce satisfactory proof of legal permanent residence in Barbados.
14. Applicants must be not less than 19 years or more than 30 years of age unless having served for at least 2 years with a Police Force or was engaged for at least 3 years as a Special Constable.
15. Applicants must satisfactorily pass a medical examination as to his/her bodily fitness to be held by the Police Medical Officer appointed for that purpose.
16. Applicants must possess at least (3) CXC General Proficiency grades I, II or III passes or equivalent.
17. When required, all applicants must submit their original academic qualifications, clearly stating grades/passes etc. or provide satisfactory proof of same.
18. Applicants are required to undergo a pre-employment polygraph interview and examination, illegal substance use investigation, antecedent investigation, medical, psychological and physical fitness evaluations.
19. Applicants should note that if accepted for enlistment, they can be transferred to any Police Division, Station or formation and are required to perform any duty prescribed by the Commissioner of Police.
20. Applicants should note that if accepted for enlistment, no absolute special arrangements will be made for persons based on religion, as they will be required to work on Saturdays and Sundays or public holidays as the case may be. **(Refer to General Orders 3.6.1. to 3.6.3. of the General Orders for the Public Service of Barbados 1970 as amended and pursuant to the Public Service Act 2007- 41).**
21. Applicants involved in active party politics will not be eligible for enlistment.
22. Applicants with visible tattoos will not be recruited. (A tattoo is considered to be **visible** where it can be **easily seen: A)** above the level of the shoulder, along the neckline or on any part of the face, **B)** on any part of the arm or hand when an officer is paraded in short sleeves, **C)** below the level of the thigh when an officer is paraded for duty in either skirt or short pants.) **Refer to Royal Barbados Police Force Policy on general appearance of police officers, dated January 15, 2015.**
23. It is imperative that all changes of address and or telephone numbers concerning applicants during the selection process be communicated at the earliest opportunity to the Training/Recruitment Office. All official telephone communications made from the Training/Recruitment Office to applicants will be done via landline to landline or landline to cellular/mobile. Applicants may contact the Training/Recruitment Office via cellular/mobile. No communications to applicants during the selection process will be done via social media or electronic mail (e-mail).
24. Once submitted, this application becomes the property of the Royal Barbados Police Force.



SECTION 2A

FAMILY HISTORY

(T). Marital Status: (Single, Married, Widowed, Divorced):

(U). State Full Name of your Husband/Wife (Delete as necessary):

(V). State Full Name of Girlfriend/Boyfriend (Delete as necessary):

(W). State address of Girlfriend /Boyfriend (Delete as necessary):

(X). Number of Children: _____ Son(s) _____ Daughter(s) _____
Age(s) Age(s)

(Y). Do you have tattoos and if so name the kind of tattoo and general area of the body in which located.

(YA). Do you have body piercings other than for earrings and if so name the general area of the body in which located?

(YB). Is your hair styled in dreadlocks or any other style of locks?

Reasons for wanting to become a Police Constable:

SECTION (4)

1.

EDUCATION

	Name and Address of Educational Institution	PERIOD	
		FROM	TO
		PRIMARY	
SECONDARY			
TERTIARY			
OTHER			

QUALIFICATIONS

2.

Examining Body C.X.C, G.C.E etc	Proficiency /Level O'Level, General etc.	YEAR	SUBJECT	GRADE
TERTIARY			COURSE OF STUDY	

EMPLOYMENT FROM COMPLETION OF SECONDARY EDUCATION TO PRESENT TIME

3.

Post Held	Employer	Period		Reasons for leaving
		From	To	

SECTION (5)

Specialized Skills and Training

1. Do you speak another language other than English? Yes No

If yes, please list:

2. Briefly list any computer skills you have:

3. Please list any social internet sites (Facebook, My Space, personal blogs) that you have an active or past account with:

4. Briefly list any training or skills, including firearms, which would be of assistance in the job you are applying for.

SECTION (6)**PERSONAL HISTORY**

Please answer the following questions completely and accurately. Any falsification or misstatement of facts or failure to disclose details of such convictions may be considered as a deliberate attempt to conceal information and will be sufficient to disqualify you. **(Write yes or no as the appropriate response in space provided).**

Question	Yes/No	If yes provide details (including dates, names where applicable)
(1). Have you ever been arrested in Barbados or elsewhere?		
(2). Have you ever been charged with a criminal offence in Barbados or elsewhere?		
(3). Do you have any criminal matters pending before a court in Barbados or elsewhere?		
(4). Have you ever been the subject of a criminal investigation in Barbados or elsewhere?		
(5). Have you ever been convicted by a Court of law in Barbados or elsewhere?		
(6). Have you ever had any convictions cleared or expunged from your records in Barbados or elsewhere?		
(7). Do you have any traffic matters pending before a Court of law in Barbados or elsewhere?		
(8). Do you have any matters pending before a tribunal in Barbados or elsewhere?		
(9). Do you have any civil matters pending before a Court of law in Barbados or elsewhere?		
(10). Have you ever been denied entry into Barbados or another country?		
(11). Have you ever been deported?		
(12). Have you ever been requested to leave another jurisdiction?		
(12). Do you know of any matter that would negatively impact your background check?		
(13). Have you ever been fired or asked to resign from a job?		

Question	Yes/No	If yes provide details (including dates, names where applicable)
(14). Have you ever been disciplined by an employer?		
(15). Have you ever stolen from an employer?		
(16). Have you ever committed a crime for which you were not arrested?		
(17). Have you ever assisted someone in committing a crime?		
(18). Have you ever falsified a police report?		
(19). Have you ever accepted money not to report a crime?		

SECTION (7)

MEDICAL HISTORY

Do you or have you ever suffered from any ailments or medical conditions which the Royal Barbados Police Force should be aware of or which could prevent your consideration for employment? **(Circle appropriate response)**

- a. **Asthma** (Yes) (No) b. **Dizzy spells** (Yes) (No) c. **Heart problems** (Yes) (No)
d. **High blood pressure** (Yes) (No) e. **Kidney problems** (Yes) (No) f. **Diabetes** (Yes) (No)
g. **Shaving** (Yes) (No) h. **Other** (Yes) (No)

If yes to
h. Other please specify:

Do you wear spectacles or contact lenses? (Yes) (No)

Do you have hearing problems? (Yes) (No)

Do you or have you ever suffered from any injuries of which the Royal Barbados Police Force should be aware of or which could prevent your consideration for employment **(Circle appropriate response)**

- a. **Head** (Yes) (No) b. **Neck** (Yes) (No) c. **Back** (Yes) (No)
d. **Shoulders** (Yes) (No) f. **Chest** (Yes) (No) g. **Arms** (Yes) (No) h. **Hands** (Yes) (No)
i. **Legs** (Yes) (No) j. **Feet** (Yes) (No) k. **Other** (Yes) (No)

If yes please specify:

Do you or have you ever had difficulty standing on your feet for long periods of time? (Yes) (No)

If yes please specify:

Please note: Prior to acceptance, you may be requested to answer further questions relating to your medical history and will be required to pass a medical examination and physical fitness test.

SECTION (8)

Financial Status

1. List all creditors or persons to whom you are financially obligated/indebted. If additional space is needed, list on a separate sheet.

NAME	ADDRESS	BALANCE	MONTHLY PAYMENT
1.			
2.			
3.			
4.			
5.			
6.			

2. Have you ever been declared bankrupt? _____ Yes _____ No

If yes, give date and circumstances: _____

3. Have creditors ever had to or are they currently engaging the services of a Debt Collector/Collection Service or filed court proceedings in order to recover from you?

If yes, give date and circumstances: _____

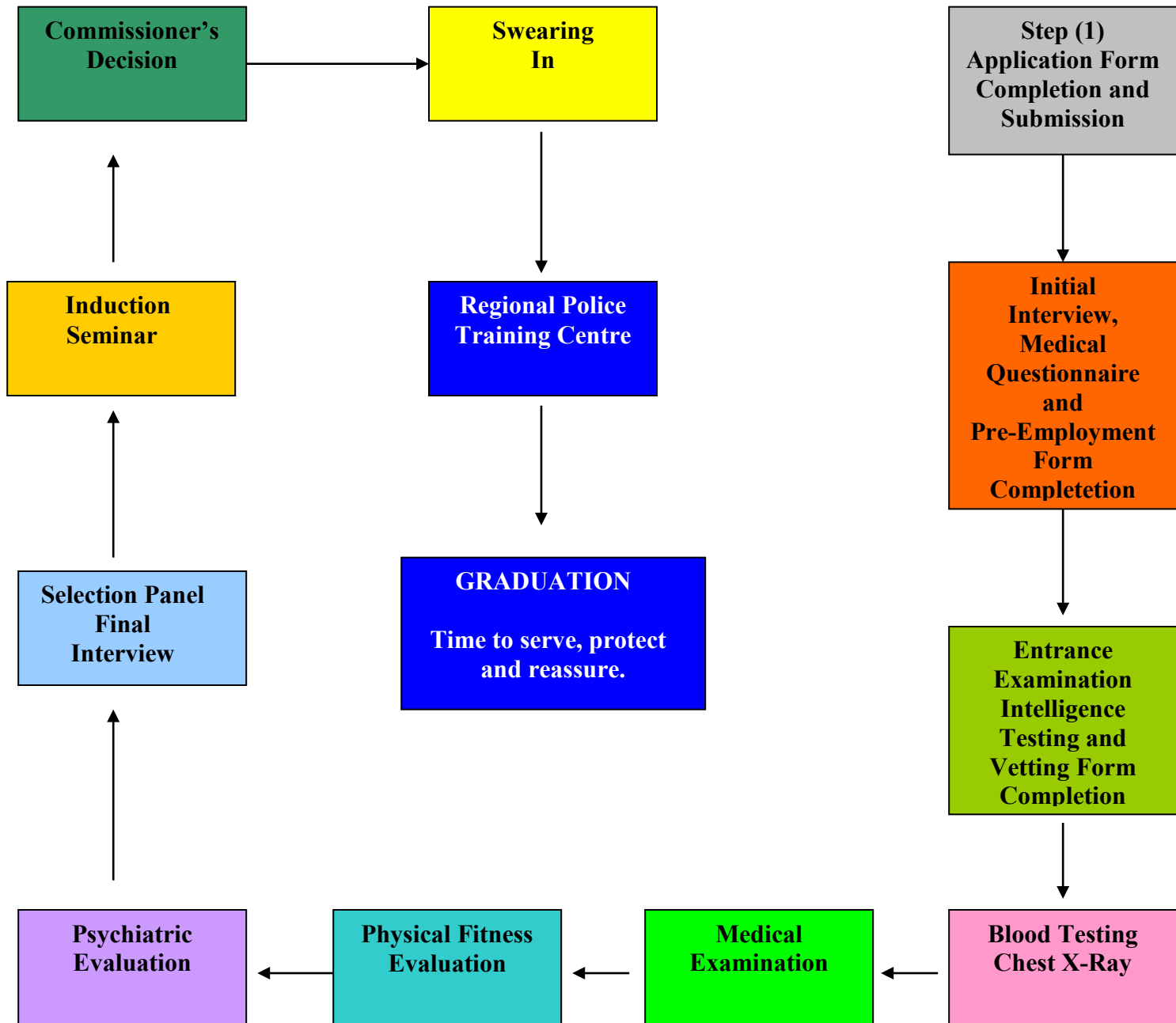
SECTION (9)

Personal References

List three (3) personal references that are not related to you. Do not use former or current employers. Be sure to include all of the information requested.

NAME	ADDRESS	PHONE NUMBER

**ENLISTMENT PROCESS
OF
THE ROYAL BARBADOS POLICE
FORCE**



N.B: The process includes checks by personnel from Police Stations, Drugs Squad Unit, Crime Intelligence Unit, Special Branch and Criminal Records Office to determine the integrity, character and conduct of applicants. A Polygraph examination will be carried out at any stage of the enlistment process. The enlistment process takes approximately six (06) months and applicants may have their enlistment process terminated at any stage if found undesirable.

If an applicant fails the written and/ or physical fitness evaluation in the enlistment process, he she may re-apply for enlistment after a twelve (12) month period. Any applicant who has failed any other component of the enlistment process may not re-apply.



To serve, protect and reassure

SECTION (11)

Authorisation

APPLICANT'S NAME PRINTED IN FULL	NATIONAL REGISTRATION NUMBER

1. I hereby declare that I have read and fully understand all questions asked on all of the pages of this application form and have provided the information requested to the best of my knowledge. I make this application of my own free will and I understand that any false statements made by me on this application form or any supplement thereto, or any false statement made to any representative of the Royal Barbados Police Force during the selection process for potential enlistment, will be sufficient grounds for immediate discharge from the selection process, no matter when discovered.
2. I understand and agree that the Royal Barbados Police Force will make a thorough investigation of my character, reputation and past employment. I authorise the giving and receiving of any such information requested by the Royal Barbados Police Force, and hereby release all former employers and their agents of any liability for any accurate information they may give to the Royal Barbados Police Force.
3. I agree to submit to a medical, physical fitness and polygraph examinations, testing for the use of illegal drugs, controlled substances or alcohol, whilst participating in the selection process for potential enlistment and at anytime during my employment based upon reasonable suspicion.
4. I hereby consent to and authorise the Royal Barbados Police Force to contact any present or past employers, schools, tertiary institutions, financial institutions, the armed forces, medical institutions and others to obtain the information required in order that I may be considered for employment with the Royal Barbados Police Force.
5. I also consent to and permit the release of any such information that may be required by the Royal Barbados Police Force. I also understand that the '**Authorisation**' section of this form may be used as the authority when presented as same during the vetting phase to aid in the completion of the selection process for enlistment.

.....
Signature of Applicant

.....
Date (D/M/Y)

(Revised 2015/12/04)