

EAST BAY REGIONAL PARK DISTRICT
POLICE SERGEANT
Supplemental Questionnaire

Applicant's Name: _____
(Please Print)

INSTRUCTIONS

The purpose of this supplemental questionnaire is to allow you to elaborate on your qualifications in specific job-related areas. This supplemental questionnaire and your regular application will be evaluated on a competitive basis to determine which applicants will continue in the selection process. Therefore, it is important that you describe your work experience thoroughly and accurately. Be specific and bring out those aspects of your experience that have relevance in the three assignment areas for the Police Sergeant position. Your supplemental questionnaire must also demonstrate your ability to write concise and well-organized documents using correct grammar, spelling and punctuation. You are limited to a total of four (4) typed (8-½ x 11) pages to respond to the six items below.

1. *List the title of each California P.O.S.T. certificate you hold and the date you earned it.*
2. *Describe the personality traits, experiences, and education that you believe qualify you for the position of Police Sergeant.*
3. *Provide a brief summary of your experience in any leadership situation. As a leader, what was your major success, and what can you improve upon or do differently?*
4. *Define the term “pro-active” and describe what this term means to you. Give at least two examples from your work that demonstrate how you have applied a “pro-active” approach.*
5. *Give an example of a situation (e.g. call for service, criminal investigation, personnel matter, etc.) in which you used problem solving skills and describe the outcome.*
6. *What do you consider to be your greatest strength that would assist you as a Police Sergeant in supervising and policing the diverse communities that our agency serves?*

Please remember that you are strictly limited to a maximum of four pages to respond to these six items. Staple this form and the supplemental pages to your Application Form, and submit these materials as your completed application packet.

IMPORTANT! I certify that the information I have provided is true and correct to the best of my knowledge. I understand that any misrepresentation of information may cause me to forfeit all rights to employment with the East Bay Regional Park District.

Applicant's Signature

Date