



KALAMAZOO COUNTY SHERIFF'S OFFICE RESERVE DIVISION

1500 LAMONT ST, KALAMAZOO, MI 49048

Thank you for your interest in the Kalamazoo County Sheriff's Office Reserve Division. Included in this packet you will find:

- Personal Inquiry Waiver and Authority for Release of Information
- Reserve Division Brochure
- Frequently Asked Questions
- Academy Application
- Equipment Requirements

After reading all the information and you are still interested in applying please fill out the enclosed application and return to the Kalamazoo County Sheriff's Office. The returned packet must include the following: application, list of addresses for past 10 years, transcripts, DD-214 (if applicable), notarized signed waiver of authority and biography.

You may return it in the provided envelope or in person to the front desk located at 1500 Lamont St., Kalamazoo, MI.

Again, thank you for your interest in the Kalamazoo County Sheriff's Office Reserve Division.

APPLICATION DEADLINE IS SEPTEMBER 30, 2011.

Applications will not be accepted after the deadline.



KALAMAZOO COUNTY SHERIFF'S OFFICE

RESERVE DIVISION

1500 LAMONT ST, KALAMAZOO, MI 49048

Equipment Requirements

Required Equipment:

SIGARMS P226 or P229.40 cal pistol	
W/3 Magazines	800.00
Handcuffs	23.00
Level II or level III Retention Holster	125.00
Dual Magazine Pouch	25.00
Handcuff Case	22.00
2.25" Outer Duty Belt	44.00
1.5" Inner Duty Belt	28.00
Four (4) Belt Keepers	13.00

All Items Are To Be Black Basket Weave.

Uniform Requirements:

Uniform Deposit	300.00
Pepper Spray Case	45.00

Academy Texts:

Criminal Law and Police Procedure	27.00
Defensive Tactics, PPCT	20.00

Recommended Equipment:

Body Armor	600.00
Uniform Coat, All Season	150.00
Uniform Duty Boots, Black	<u>125.00</u>

\$2,347.00

Prices are estimates and are provided for general reference only, actual costs may vary.

**DO NOT PURCHASE EQUIPMENT PRIOR TO REVIEW WITH
INSTRUCTORS AT THE START OF TRAINING.**



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FREQUENTLY ASKED QUESTIONS...

What is a Reserve Officer?

A person who volunteers their time and energy to Sheriff's Office for the good of the community in a law enforcement support role.

What does a Reserve Officer do?

A reserve officer can work many different activities within the division and department. Such activities as working road patrol along side a deputy, in the jail or one of many other community events the department or division is a part of.

Who can become a Reserve Officer?

Any resident of Kalamazoo County, or lives within a 25 mile radius of the county that is interested in serving the department and the community. You must be at least 21 years of age, have a clean background and pass the Reserve Academy.

How does one become a Reserve Officer?

Applications can be picked up at the Kalamazoo County Sheriff's Office front desk. After the application has been completed and returned there is an interview process and background screening. Once this has been successfully completed, you may be invited to attend the Reserve Academy.

Is there a cost associated with being a Reserve Officer?

Yes. The costs are for your own personal weapon and gear. There is a uniform deposit that is returned if you should leave the division.

Are there minimum requirements once you are a Reserve Officer?

Yes. There are minimum requirements that you must fulfill during the year as well as attending monthly division meetings. These will be explained more during the interview process.



KALAMAZOO COUNTY SHERIFF'S OFFICE
RESERVE DIVISION

1500 LAMONT STREET
KALAMAZOO, MI 49048

APPLICATION FOR RESERVE ACADEMY
(Please Print or Type)

Full Name (Last, First, Middle): _____

Address: _____

City: _____ State: _____ Zip: _____

Home Telephone #: _____ Work Telephone #: _____ Alternate #: _____

Date of Birth: _____ Place of Birth: _____

Social Security Number: _____ Driver's License or State ID #: _____

Are you a U.S. citizen or legal alien? Yes No

Have you ever been convicted of a crime? Yes No (If yes, please explain below)

Have you ever been bonded? Yes No (If you have ever refused bond, please explain)

Comments:

Please list on a separate sheet of paper all of the addresses which you have lived at over the course of the past ten years and the length of time at said address. Start with your current address and work backwards.

PERSONAL DATA AND HEALTH HISTORY:

Present Condition of:

Height: _____ ft. _____ in.

Health: Excellent Good Fair Poor

Weight: _____

Hearing: Excellent Good Fair Poor

Hair Color: _____

Vision: Excellent Good Fair Poor

Eye Color: _____

Do you have any physical limitations that would prohibit you from participating in any Reserve Division Activities? (If so, please explain):

EMPLOYMENT EXPERIENCE:

(List most recent employment first) (ATTACH ADDITIONAL PAGES IF NEEDED)

Employer: _____ Address: _____

City: _____ State: _____ ZIP Code: _____ Telephone#: _____

Occupation/Title: _____

Employed From (Month/Year): _____ To: _____

Name/Title of Supervisor: _____

Number of Employees Supervised (if any): _____

Primary Duties:

Reason for Leaving (if applicable):

Employer: _____ Address: _____

City: _____ State: _____ ZIP Code: _____ Telephone#: _____

Occupation/Title: _____

Employed From (Month/Year): _____ To: _____

Name/Title of Supervisor: _____

Number of Employees Supervised (if any): _____

Primary Duties:

Reason for Leaving (if applicable):

Employer: _____ Address: _____

City: _____ State: _____ ZIP Code: _____ Telephone #: _____

Occupation/Title: _____

Employed From (Month/Year): _____ To: _____

Name/Title of Supervisor: _____

Number of Employees Supervised (if any): _____

Primary Duties:

Reason for Leaving (if applicable):

Employer: _____ Address: _____

City: _____ State: _____ ZIP Code: _____ Telephone #: _____

Occupation/Title: _____

Employed From (Month/Year): _____ To: _____

Name/Title of Supervisor: _____

Number of Employees Supervised (if any): _____

Primary Duties:

Reason for Leaving (if applicable):

EDUCATION:

Name and Location of High School: _____

Highest Grade Completed: _____

Did you receive a High School Diploma or G.E.D.: _____ Yes _____ No

List Colleges, Universities, Business, or Trade Schools Attended:

Name and Location of School:

Major Subject of Course of Study:

From (Month/Year): _____ To: _____

Degree or Certificate Received:

Attach a copy of school transcripts

U.S. MILITARY SERVICE INFORMATION:

Have you ever served in the U.S. Armed Forces: _____ Yes _____ No

If so, which branch: _____

Service Number: _____ Date Entered: _____ Date Discharged: _____

Final Rank: _____ Type of Discharge: _____

Duties Performed: _____

Special Training: _____

Citations: _____

Present Military Status: _____ Active Reserve _____ Inactive Reserve

_____ National Guard _____ Inactive

Attach a copy of DD-214 form (if applicable)

ADDITIONAL INFORMATION:

List any special skills or training that may be an asset as a Reserve Officer:

List any honors, achievements, and participation in other volunteer activities below:

Hobbies & Interests:

How did you hear about the Kalamazoo County Sheriff’s Reserve Division?:

Why do you want to become a Reserve Division Member?:

PERSONAL REFERENCES: (DO NOT list relatives or employers):

Name: _____ Address: _____

Occupation/Title: _____ Years Known: _____ Phone #: _____

Name: _____ Address: _____

Occupation/Title: _____ Years Known: _____ Phone #: _____

Name: _____ Address: _____

Occupation/Title: _____ Years Known: _____ Phone #: _____

BIOGRAPHY:

Include a Biography Page on a separate sheet of paper.

Note: You may include your resume and any other information that you would like to provide (references, photocopies of awards, newspaper articles, certifications, etc.)

IF ANY OF THE ABOVE INFORMATION CHANGES, PLEASE NOTIFY US IN WRITING IMMEDIATELY



1. The information I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of fact in my application, resume, and other materials, or during any interviews, can be justification for refusal of membership or termination of membership with the Reserve Division.
2. Acceptance to the Reserve Academy is contingent upon my successful completion of the Reserve Division's screening process.
3. In consideration of my membership, I agree to comply with the policies and procedures established by the Reserve Division and understand that my membership can be terminated with or without cause or notice, at any time, at the option of either the Reserve Division or me.
4. Must attach a copy of DD-214, if applicable.
5. Must return signed and notarized Waiver Form.
6. Must include list of addresses for past 10 years.
7. Must include biography.
8. Must be 21 years of age.
9. Must live within 25 mile radius of Kalamazoo County.

Signature _____ Date _____

Mail or deliver this application (marked attention to "Reserve Division") to the Kalamazoo County Sheriff's Office at 1500 Lamont Street, Kalamazoo, Michigan 49048. Thank you for your time and interest.