

Police Officer Lateral – In-State Applicant Checklist

The following checklist indicates items required at the selection interview and background interview. The required items at the selection interview **must be** presented at the interview or the applicant will not be allowed to interview. The required items listed for the background interview **must be** presented at the time of the interview. For additional information, please check the Mesa Police Department website www.mpdjobs.com.

Required Items at Selection Interview

Required Items at Background Interview

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| <p>___ Present original valid driver's license or Passport (if no driver's license available)</p> | <p>___ Certified copy of Birth Certificate</p> |
| <p>___ Copy of DD214 (if applicable) Please present this at the selection interview if you would like to receive veteran's preference points</p> | <p>___ Certified and sealed High School transcripts (may be mailed directly to the MPD Hiring Unit)</p> |
| <p>Please note: a completed and notarized background questionnaire must be mailed and received by PD Human Resources prior to a selection interview being scheduled.</p> | <p>___ If applicable, Certified and sealed college transcripts (may be mailed directly to the MPD Hiring Unit)</p> |
| | <p>___ Copy of your Social Security card (Both front and back)</p> |
| | <p>___ Copy of any Naturalization Citizenship paperwork (if applicable)</p> |
| | <p>___ Copy of driver's license (or Passport if no driver's license available)</p> |
| | <p>___ Original or certified copy of AZPOST Peace Officer Certification</p> |
| | <p>___ Original or certified copies of all law enforcement related training certificates</p> |
| | <p>___ Copies of last two performance appraisals</p> |

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| | <p>_____ Training resume that includes all training, assignments and supervisor's names from current and former employment as a peace officer.</p> |
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