



VANCOUVER POLICE DEPARTMENT RECRUITING UNIT

Employment Application: Retired Police Officer Program

VPD 1772 (33)

Revised 2025/10/21

PERSONAL INFORMATION

Surname:		Given Name(s):	
Date of Birth: (YY-MMM-DD)		Date of Submission: (YY-MM-DD)	
Phone Number (s):			

Drop off or mail completed application package in a sealed envelope marked **CONFIDENTIAL** to:

**Vancouver Police Department
Attention: Recruiting Unit
3585 Graveley Street, Vancouver, BC, V5K 5J5, Canada**

British Columbia municipal police agencies are authorized under Section 26(c) of the *Freedom of Information and Protection of Privacy Act (FOIPPA)* to collect personal information as the information relates directly to and is necessary for the activity of determining suitability for security clearance in the policing environment.

A background investigation is an essential component of the VPD selection process. The information provided during the selection process is collected by the VPD for the purpose of:

- an employment application;
- assessing the integrity, honesty and character of applicants as to determine suitability for security clearance in the policing environment; and,
- assessing the suitability of the applicant for a career in law enforcement.

A security check of the applicant and their family members will be conducted.

If you have any questions or concerns about the collection of your personal information, please contact the FOIPPA Program Administrator or VPD Recruiting Unit at 604-717-2709 or recruiting@vpd.ca.

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Please follow the instructions below carefully:

- You must complete this form electronically or by hand with legible writing. If you make a writing error, do not use correction fluid or tape. Place a single line through the error and write the correction above or beside the error.
- All questions must be answered. If a question is not applicable to the applicant, "N/A" is to be written in the space provided. If an entire section is not applicable, one "N/A" in the first space is sufficient.
- If extra space is required to answer a question, do not write on the back/flip side of any page. Simply print or photocopy another page of the document and continue answering the question or insert a blank page and continue answering the question. Be sure to include the question number you are continuing to answer and edit the inserted page number if necessary. For example, if you reprinted page 5 then indicate on that page or the inserted page that it is page 5-A.
- Unless specified otherwise, the date format should follow YY-MMM-DD [e.g., 24-JAN-31].
- Postal code or zip code must be supplied for each address given.
- Do not staple or put the forms in a binder, cover or page protector. You may use paperclips or a binder clip if you wish.
- All information provided is subject to verification. False statements may disqualify applicants from the VPD selection process and/or result in dismissal if employed by the VPD.
- Artificial Intelligence (AI) is not to be used for any component of your VPD application process.

All of the items below must be submitted with this employment application form:

- ☐ Completed waiver and release form
- ☐ Completed feedback waiver form
- ☐ Completed Experienced Retired Police Officer Integrity & Lifestyle Questionnaire
- ☐ Detailed current resume with cover letter
- ☐ Copy of birth certificate or equivalent documentation
- ☐ Copy of valid Standard/Intermediate First Aid (CPR Level C & AED) certificate
- ☐ Copy of valid driver's licence (with photo)
- ☐ Two (2) passport-sized photos wearing professional attire (feel free to smile)
- ☐ Copy of social insurance number (SIN) card or document**

***If SIN card or document shows no given name or surname, please attach the top portion of your T4 tax return.*

- ☐ Copy of Canadian citizenship or Permanent Resident documentation (if applicable)
- ☐ Copy of criminal pardon or record suspension documentation (if applicable)

****INCOMPLETE APPLICATIONS WILL NOT BE HELD OR PROCESSED****

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Mark with an “X” the position that you are applying for:

Police Constable:	
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Surname:		Given Name (s):	
Date of Birth:		Citizenship:	
Address:		City:	
Province/State:		Postal Code:	
Phone (Mobile):		Phone (Other):	
Email:		SIN:	

List all names and/or aliases you have used in the past, including date of legal change (if applicable):

Emergency Contact:		Relationship:	
Phone (Mobile):		Phone (Other):	

DRIVER’S LICENCE

Driver’s Licence Number:		Province/State of Issue:	
Class(es):		Restrictions:	

Have you ever had a driver’s licence in another province, state, or country?

☐ YES ☐ NO

If yes, please specify: _____

MEDICAL HISTORY

Have you ever experienced any type of illness, disability, injury or accident that may affect your ability to perform the duties of a Police Officer?

☐ YES ☐ NO

If yes, please specify: _____

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EDUCATION AND TRAINING

POLICE TRAINING

1. Name of Institution:			
From:	To:		
Address:			
Graduation Date:		GPA (if applicable):	

2. Name of Institution:			
From:	To:		
Address:			
Last completed grade/term:		GPA (if applicable):	

POST-SECONDARY EDUCATION

1. Name of Institution:			
From:	To:		
Address:			
Credits Earned:		GPA (if applicable):	
Program of Study:			
Degree/diploma/certificate awarded:			

2. Name of Institution:			
From:	To:		
Address:			
Credits Earned:		GPA (if applicable):	
Program of Study:			
Degree/diploma/certificate awarded:			

Languages spoken:	
Languages written:	

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OTHER LAW ENFORCEMENT APPLICATIONS

List all previous applications to the VPD and / or any current law enforcement agency applications. Attach additional pages if necessary.

1. Police Agency:		Date of Submission:	
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Current status [If removed from process, state the reason you believed you were removed]:

2. Police Agency:		Date of Submission:	
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Current status [If removed from process, state the reason you believed you were removed]:

3. Police Agency:		Date of Submission:	
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Current status [If removed from process, state the reason you believed you were removed]:

POLICE EMPLOYMENT HISTORY

Begin with your most recent police agency employer.

1. Police Agency:			
From:	To:		
Employer's Address:			
Employer's Phone:		Position:	
Prior Positions held:			
Supervisor's Name:		Supervisor's Title:	
Reason(s) for Leaving:			
What was your proudest achievement?			
What was your biggest work-related disappointments?			

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Do you object to us contacting your employer at this time? ☐ Yes ☐ No

2. Police Agency:	
From:	To:
Employer's Address:	
Employer's Phone:	Position:
Previous Positions held:	
Supervisor's Name:	Supervisor's Title:
Reason(s) for Leaving:	
What did you like best about the position?	
What did you like least about the position?	
What was your proudest achievement?	
What was your biggest work-related disappointments?	
If you could change one thing about the position, what would it be?	
Do you object to us contacting your employer at this time? ☐ Yes ☐ No	

3. Police Agency:	
From:	To:
Employer's Address:	
Employer's Phone:	Position:
Previous Positions held:	
Supervisor's Name:	Supervisor's Title:
Reason(s) for Leaving:	
What did you like best about the position?	
What did you like least about the position?	
What was your proudest achievement?	
What was your biggest work-related disappointments?	
If you could change one thing about the position, what would it be?	
Do you object to us contacting your employer at this time? ☐ Yes ☐ No	

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4. Police Agency:	
From:	To:
Employer's Address:	
Employer's Phone:	Position:
Previous Positions:	
Supervisor's Name:	Supervisor's Title:
Reason(s) for Leaving:	
What did you like best about the position?	
What did you like least about the position?	
What was your proudest achievement?	
What was your biggest work-related disappointments?	
If you could change one thing about the position, what would it be?	
Do you object to us contacting your employer at this time? ☐ Yes ☐ No	

5. Police Agency:	
From:	To:
Employer's Address:	
Employer's Phone:	Position:
Previous Positions (within same company):	
Supervisor's Name:	Supervisor's Title:
Reason(s) for Leaving:	
What did you like best about the position?	
What did you like least about the position?	
What was your proudest achievement?	
What was your biggest work-related disappointments?	
If you could change one thing about the position, what would it be?	
Do you object to us contacting your employer at this time? ☐ Yes ☐ No	

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Please provide details and explanations for any gaps in employment:

OFFENCE RECORD

Have you ever been charged with a federal, provincial or municipal offence in Canada (other than minor driving offences)? If yes, provide date and details of each charge and/or conviction: ☐ Yes ☐ No

Have you ever been charged with an offence outside of Canada (other than minor driving offences)? If yes, provide date and details of each charge and/or conviction: ☐ Yes ☐ No

Note: If a criminal pardon or record suspension has been granted, attach a copy of the document. Conviction of an offence does not necessarily preclude consideration for employment by the VPD.

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REFERENCES

List five people who the VPD may contact for a character reference. Do not include relatives or present and past employers.

1.

Name:

Occupation:

Years known:

Address and postal code:

Phone number:

Email:
2.

Name:

Occupation:

Years known:

Address and postal code:

Phone number:

Email:
3.

Name:

Occupation:

Years known:

Address and postal code:

Phone number:

Email:
4.

Name:

Occupation:

Years known:

Address and postal code:

Phone number:

Email:
5.

Name:

Occupation:

Years known:

Address and postal code:

Phone number:

Email:

Do you know anyone employed by the VPD? ☐ Yes ☐ No

If yes, name of individual(s):

Your relationship with the individual(s):

How did you learn about the VPD’s employment opportunities?

VPD event(s):	
Social media:	
VPD website:	
VPD employee:	
Other:	

COMPLETION OF THIS SECTION IS VOLUNTARY

1.

Preferred Pronoun(s):

He/Him ☐

She/Her ☐

They/Them ☐

Other:
2.

Gender:
3.

Ethnic or cultural background. Specify origin(s):

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**CONSENT TO RELEASE OF PERSONAL AND/OR PRIVATE INFORMATION,
WAIVER AND RELEASE**

I, _____, having applied for a position with the Vancouver Police Department, and recognizing that I am required to supply information to be used to determine my qualifications, moral character, honesty and suitability for employment with the Vancouver Police Department, hereby request and authorize the full disclosure of any and all records, files, notes, reports, opinions or other information concerning me; including employment files and records, performance evaluations, discipline records, background investigation files, polygraph reports, medical, psychiatric and psychological files and reports, complaints or grievances filed by or against me, training files, education files, school records and transcripts, credit rating and history files, income tax files, records and returns, driving records, military records, criminal records, and police, probation and parole reports.

I hereby authorize the Vancouver Police Department to make such investigations, as they deem necessary, to determine approval or disapproval of this application. I understand that the Vancouver Police Department will have the final say in the approval or rejection of this application, and the criteria and method they use in arriving at their decision will not be questioned or objected to by me and I will have no grievance against the Vancouver Police Department or the City of Vancouver in this regard.

I waive the right to review any information received by the Vancouver Police Department.

I release any individual, company, government agency, or public body, and their representatives, agents and employees from any claim or action whatsoever which may result from furnishing the above information to the Vancouver Police Department.

This waiver is valid for a period of one year from the date of signature.

Name of Applicant (Please Print)

Signature of Applicant

Date (YY-MMM-DD)

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FEEDBACK WAIVER

Dear applicant:

You are competing in a highly competitive process designed so you can prove your abilities. Our objective is to select individuals we believe are the best qualified to provide policing service in the City of Vancouver, now and for the future.

The process is lengthy and at each step, a minimum level of achievement must be met. However, even if you meet this minimum standard, the Recruiting Unit must still determine which applicants are the best qualified to proceed for further testing. This decision will be based on the qualifications of the applicants, how many testing spaces are available at each step, and how many sworn officers we expect to hire. To reiterate, even if you meet our minimum standard of performance, you may not be selected to proceed to the next step of testing due to the number of other more qualified applicants in the process.

We encourage you to keep other career options open and to manage your life based on the fact you may not achieve your goal of becoming a Police Officer with the Vancouver Police Department. If you are advised after a testing step that other applicants are more competitive, please remember that due to the volume of qualified applicants, the reason has less to do with you and more to do with others.

This volume also means that we do not have the resources to meet with unsuccessful applicants, nor are we able to provide specific feedback to these individuals when they are not selected to continue in our selection process.

These words may sound discouraging to you. However, the Vancouver Police Department prefers to be as direct as possible so that you know what is involved in the selection process. If you do not accept these conditions, please do not enter the Vancouver Police Department's selection process

I understand and accept that I cannot be provided with feedback if I am unsuccessful in my application to become a Police Officer or a Special Municipal Constable with the Vancouver Police Department.

Name of Applicant (Please print)

Signature of Applicant

Date (YY-MMM-DD)