

# DREAMLAND SECURITY SERVICES, INC.

PROTECTION OF LIFE AND PROPERTY

## EMPLOYMENT INFORMATION FOR NJ SECURITY PERSONNEL

Dear Applicant,

Thank you for your interest in pursuing a career at Dreamland Security Services, Inc. To be considered for employment you must complete the entire attached application packet. Return the completed application to your regional Dreamland Security office. Your application will be reviewed. If your availability and qualifications match the requirement of our current openings, we will contact you to arrange an interview. Please do not call us regarding the status of your application.

In the event that we are unable to match your availability and qualifications with a current requirement, your application will remain active in our database for six (6) months and will be reviewed against future openings.

## BASIC QUALIFICATIONS

To be considered for employment with Dreamland Security, the basic qualifications include:

- At least 21 years of age
- Able to provide valid proof of ability to work in the United States.
- Ability to speak read and write English well.
- High school diploma / GED
- NJ Security Guard License (must be current)
- 5 years of verifiable full-time work experience
- Ability to interact with the public in a direct and professional manner.
- No felony convictions.
- Clean pre-employment drug screening.
- Ability to successfully complete basic orientation training and testing.

## STATE MANDATED LICENSING

The State of New Jersey requires that all security guard officers be issued licenses in accordance with the Security Officer Registration Act (SORA). Employment will only be offered to those currently holding a valid New Jersey issued security guard license.

## APPEARANCE

**MEN:** Hair should be conventionally cut and a natural color, collar length in back, and less than half the ear covered on the sides. Facial hair (if allowed at the site) should be neat and closely trimmed. No earrings or piercings may be worn while on duty.

**WOMEN:** Hair should be conventionally cut and a natural color. If shoulder length or longer, it must be pulled back for safety. Post type earrings no larger than a dime may be worn. No other visible piercings may be worn while on duty.

## REQUIRED DOCUMENTATION

If you are called for an interview please come dressed appropriately and bring the following:

- A valid Driver's License
- Social Security Card, Birth Certificate or INS Employment Verification
- Original or certified copy of your High School Diploma, GED or college degree
- A valid NJ Security Guard License
- DD214 (Military Service Discharge)

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## NEW JERSEY APPLICATION FOR EMPLOYMENT

Please print all information except your signature.

Only fully completed applications will be given consideration for employment.

Drug testing for use of illegal substances may be required.

### GENERAL INFORMATION

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Maiden: \_\_\_\_\_ DOB: \_\_\_\_\_ SS #: \_\_\_\_\_

Current Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ County \_\_\_\_\_ Zip \_\_\_\_\_

How long have you been at this address? \_\_\_\_\_ Email \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

U.S. Citizen  Permanent Resident  Work Permit  Other: \_\_\_\_\_

Gender:  Male  Female  Other \_\_\_\_\_

### LANGUAGES

Please list the languages that you can communicate in effectively.

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

### STATE SECURITY LICENSE

Do you currently have a NJ issued security guard license? Yes  No  If yes, please provide the following:

License #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### AVAILABILITY

Employment Desired:  Full Time  Part-Time Date available to start work: \_\_\_\_\_

What days and hours are you available to work? [Please use am & pm] Sun \_\_\_\_\_

Mon \_\_\_\_\_ Tue \_\_\_\_\_ Wed \_\_\_\_\_

Thu \_\_\_\_\_ Fri \_\_\_\_\_ Sat \_\_\_\_\_

**NOTE: It is mandatory; guards must be able to work on weekends and holidays if necessary.**

**VEHICULAR INFORMATION**

What is your primary mode of reliable transportation? \_\_\_\_\_

Do you have a driver's license?  Yes  No  Operator  Commercial (CDL)  Chauffeur

State Issued: \_\_\_\_\_ Driver's License #: \_\_\_\_\_ Exp Date: \_\_\_\_\_

**CRIMINAL HISTORY**

Have you ever been convicted of a crime?  Yes  No If yes, please explain the nature and number of the offense(s) leading to the conviction, when it was committed, sentence imposed and rehabilitation.

**PHYSICAL ACCOMMODATIONS**

General guard duties require 8 hours of standing per shift. Please explain any physical accommodations you would require in this position.

**EMERGENCY INFORMATION**

Please list two people whom you would like us to contact in an emergency.

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Email \_\_\_\_\_

**DO NOT WRITE BELOW ~ OFFICE USE ONLY ~ DO NOT WRITE BELOW**

Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Hired?  Yes  No Position: \_\_\_\_\_ Dept: \_\_\_\_\_

Wage: \_\_\_\_\_ Date Reporting: \_\_\_\_\_ Approved by: \_\_\_\_\_

## EDUCATION

High School: Name/Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Year Completed \_\_\_\_\_ Degree \_\_\_\_\_

College: Name/Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Year Completed \_\_\_\_\_ Degree \_\_\_\_\_

Trade School Name/Address: \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Year Completed \_\_\_\_\_ Degree \_\_\_\_\_

## MILITARY EXPERIENCE

Have you ever served in the armed forces?  Yes  No Date Entered: \_\_\_\_\_

Are you a member of the National Guard?  Yes  No Date Discharged: \_\_\_\_\_

Branch: \_\_\_\_\_ Specialty: \_\_\_\_\_

## WORK EXPERIENCE

Company Name: \_\_\_\_\_

Company Address/City/State/Zip: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

Your last job title: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address/City/State/Zip: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

Your last job title: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address/City/State/Zip: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor's Phone: \_\_\_\_\_

Your last job title: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Employed: From: \_\_\_\_\_ To: \_\_\_\_\_ Starting Pay: \_\_\_\_\_ Ending Pay: \_\_\_\_\_

## REFERENCES

Please list two personal references other than relatives or previous employers.

### Reference 1

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_

### Reference 2

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_

### Reference 3

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_

### Reference 4

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references listed. I release all parties from all liability for any damage that may result from information collected concerning during this process.

I understand and agree that if hired, my employment is for no definite time period, and may, be terminated at any time without prior notice.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## SEXUAL HARRASSMENT POLICY

It is the policy of Dreamland Security Service that all employees are able to work in an environment free from all forms of discrimination, including sexual harassment. No employee, either male or female, is to be subjected to sexual overtures or conduct, either verbal or physical, nor subjected to reprisals for reporting such conduct. Any employees that engage in such activities will be terminated from further employment.

I have read and understand the sexual harassment policy stated above:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## EMPLOYMENT QUESTIONNAIRE

1. Do you have experience working as a security guard? Yes  No

If yes, please provide security license number and expiration date: \_\_\_\_\_

\_\_\_\_\_

2. Have you ever applied/worked with our company before? Yes  No

If yes, when? \_\_\_\_\_

\_\_\_\_\_

3. Do you have any friends or relatives working for Dreamland Security Services, Inc.? Yes  No

If yes, who? \_\_\_\_\_

\_\_\_\_\_

4. Why did you leave your last job? \_\_\_\_\_

\_\_\_\_\_

5. How did you get along with your former supervisor and co-workers?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. Are you currently receiving worker compensation benefits? Yes  No

7. How far are you willing to travel? \_\_\_\_\_

\_\_\_\_\_

8. Do you have any medical conditions that may prevent you from performing your duties as a security officer? Yes  No

If yes, please describe: \_\_\_\_\_

\_\_\_\_\_

9. In the security industry what are the five (5) W's? \_\_\_\_\_

\_\_\_\_\_

10. Can you handle standing for an entire 8-hour shift? Yes  No

11. Would working an 8-hour foot patrol be an issue? Yes  No

12. The work of a security officer requires the ability to communicate effectively with both verbally and in writing. It is often necessary for an officer to be able to receive instructions and to give complete and concise reports. Are you able to understand and communicate clearly with both written and spoken words? Yes  No

13. What languages can you communicate well in? \_\_\_\_\_  
\_\_\_\_\_

14. What are your faults? \_\_\_\_\_  
\_\_\_\_\_

15. What are your strengths? \_\_\_\_\_  
\_\_\_\_\_

16. Please explain any gaps you may have in your work history. \_\_\_\_\_  
\_\_\_\_\_

17. Where would you like to be five years from now? \_\_\_\_\_  
\_\_\_\_\_

18. What is your reason for wanting to work in security? Why would you like to work for Dreamland Security Services, Inc.? \_\_\_\_\_  
\_\_\_\_\_

19. What would you do if an unauthorized person came to your post? How would you approach this person? \_\_\_\_\_  
\_\_\_\_\_

20. You are working in a supermarket late one evening and observe a young male taking some candy. What type of crime has he committed? Would you arrest him?  
\_\_\_\_\_  
\_\_\_\_\_

21. You are on foot patrolling a car dealership. You notice a man wearing a white shirt, blue jeans, and black tennis shoes. He has light brown hair and a tattoo on his arm. As you approach him you notice a pile of broken glass next to the car he is closest to. What do you do?

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Please tell us in 250 words or more why you choose to become a licensed security guard.

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