

This form may be printed out and completed, then mailed or delivered to:

Human Resources
City of Scottsbluff
2525 Circle Dr.
Scottsbluff, NE 69361

DO NOT FILL OUT AND SUBMIT ELECTRONICALLY.

DEADLINE – 4:00 P.M., MDT, FRIDAY, APRIL 21, 2017

Position Title: Police Patrol Officer (Entry or Lateral)
Agency name: Scottsbluff Police Department
Category: Law Enforcement
Location: Scottsbluff, NE

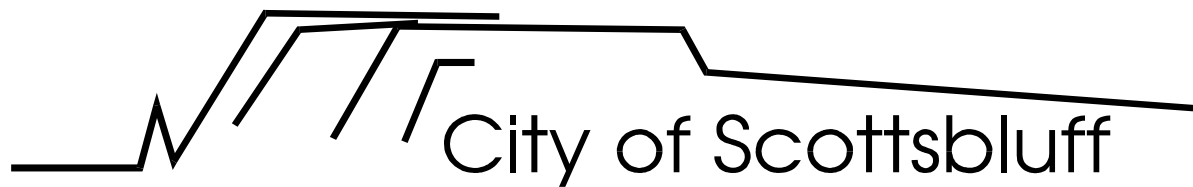
Description:

The Scottsbluff Police Department, a Civil Service Department, is currently accepting applications for Police Officer (Entry-level or Certified). We are seeking individuals with integrity who are committed to public service, dedicated and professional, with a willingness and compassion to work together with the citizens of Scottsbluff to maintain a healthy and safe community. Applications must be in the Human Resources Office by 4:00 p.m., MDT, FRIDAY, APRIL 21, 2017.

Requirements:

High School Graduate or GED, at least 21 years of age, with no serious misdemeanors or felony convictions. Testing will include physical fitness test as required by NLETC, written exam, oral interviews, extensive background check and psychological interview.

Officers certified in Nebraska will be granted a lateral entry upon completion of FTO program (wage dependent upon years of experience). Candidates certified in other states will be granted lateral entry upon successful completion of NLETC requirements for reciprocity certification and FTO.



DEMOGRAPHICS

The City of Scottsbluff, Nebraska is the largest city in western Nebraska. It is the business and shopping center for consumers in the Nebraska Panhandle and eastern Wyoming. Scottsbluff is centrally located within four hours of Denver, Colorado and Rapid City, South Dakota.

The Scottsbluff Police Department consists of 36 full time employees, 31 of whom are certified police officers. The Department's command staff includes the Chief of Police, a Support Services Captain, an Operations Captain and an Administrative Assistant. In addition, the department provides supervisory direction to the Region 22 Emergency Management Director which encompasses Scotts Bluff and Banner Counties. Supporting the command staff are five Sergeants, four of whom are assigned to the Patrol Division and one assigned to Investigative Services. Investigative Services is comprised of five investigators.

The Police Department participates in an 11 county multi-jurisdictional drug and violent crime task force. All sworn personnel are eligible to work within the task force through a selection process. The Police Department supports and promotes a community policing concept within all divisions. In addition to the normal function of providing basic police services, the Scottsbluff Police Department maintains a School Resource Officer position assigned to the Scottsbluff Public School District in addition to a K-9 Unit. The Department also has a Special Weapons and Tactics Unit (SWAT) and a certified Bomb Disposal Unit. The Police Department assigns personnel to the Joint Terrorism Task Force and is dedicated to various programs within the community, to include a Neighborhood Watch Program and Volunteers In Police Service (VIPS).

The Department contracts with the City of Terrytown for police services. The Department works closely with local, county, state and federal law enforcement agencies. The Department responded to over 15,000 calls for service in 2009. The Scottsbluff Police Department remains one of the most active law enforcement agencies in western Nebraska. Opportunities for personal growth, experience and rewarding work are just a few benefits available to those interested in becoming a police officer with the Scottsbluff Police Department.

Description of the Job:

A Police Patrol Officer is responsible for the enforcement of laws and ordinances, prevention and detection of crime, observation and reporting of public hazards, and protection of the general welfare of the citizens of the City. A Patrol Officer may perform his/her duties in a police vehicle, bicycle, or on foot. The primary work of a Patrol Officer is to perform routine patrolling of the City on an assigned beat according to established departmental rules and regulations, and under the direction of a Police Supervisor. A Patrol Officer is expected to exercise independent judgment in the handling of situations and responding to emergency calls within the guidelines provided by the department and commanding officers. The work of Patrol Officer is reviewed and evaluated by a Police Supervisor through observation and monitoring of written reports.

Essential Functions of the Job:

- Patrol an assigned area of the City to prevent or discover criminal activity in the City; includes apprehending criminals, enforcing vehicle and traffic laws, doing civil standbys, and showing a police presence as a deterrent to crime.
- Respond to and investigate calls for service involving accidents, misdemeanors, felonies, traffic control, fire calls, City, State or Federal offenses, nuisances, as well as other calls which benefit the citizens of the City and other City departments.
- Operate a law enforcement vehicle safely during both the day and night.
- Communicate effectively and coherently over law enforcement radio channels.
- Must be able to render credible testimony in a court of law.
- Maintain awareness on current trends and progressive crime prevention techniques.
- Provide accurate information, education concerning crime prevention and awareness to the public.
- Arrest violators, commit prisoners to jail when necessary, testify in court proceeding, work with other law enforcement agencies as requested, and follow up on status of investigations or proceedings involving such arrests.
- Stay current on changes in laws or ordinances which affect police operations.
- Prepare timely investigative and other required written reports.
- Render first aid to injured or ill persons in emergency situations.
- Accept special assignments to conduct public information programs, serve as a member of a special operations team, or coordinate department involvement with neighborhood or community groups.
- Attend in-service and specialized training programs in areas related to police work or professional development, as directed.
- Become proficient in use and care of firearms, breathalyzer, and all other equipment necessary to perform the duties of the job.
- Assist in duties of Humane Officer, if needed.
- Assist in execution of legal documents pursuant to search and seizure guidelines.
- Serve as field training officer or shift commander when assigned.
- Perform general maintenance on automobiles and other assigned equipment.
- Perform other related duties as assigned.

Knowledge, Skills, and Abilities:

- Ability to accurately keep records and write reports, using the police computer system.
- Ability to express oneself clearly and concisely, both orally and in writing.
- Ability to operate a vehicle carefully and skillfully.
- Ability to acquire knowledge of laws and ordinances, first aid procedures, and skill in the use of firearms.
- Ability to react calmly and quickly in case of emergency, and to make quick and accurate decisions.

Ability to establish and maintain a good working relationship with co-workers, other City officials and employees, County, State and Federal authorities, and the general public.
Ability to learn modern crime prevention, detection, identification and investigative skills and procedures.
Ability to maintain and demonstrate the physical fitness necessary to perform the essential functions of the job.

Minimum Qualifications:

Minimum of 21 years of age by date of appointment.
Education equivalent to completion of the 12th grade.
Must be able to read, write, speak and understand the English language.
Must possess, or be able to obtain a valid Nebraska Operators license upon appointment.
Good driving record.
Hearing must be normal, vision must be no less than 20/40 uncorrected and corrected to 20/20 with normal color vision.
Excellent physical condition as determined by a medical examination.
Must pass a physical agility test and a pre-employment drug screening test.
Must receive a passing score on the entrance written and oral examination.
Willingness to work on rotating shift basis.

Preferred Qualifications:

Completion of two years in post high school courses in criminal justice or related field or equivalent combination of education, training and experience.
Knowledge of state laws, city ordinances and administrative rules and regulations for police departments in Nebraska.
Knowledge of types and uses of firearms, communication systems, automotive and other equipment used in modern police work.
Knowledge of basic first aid procedures.
Bi-lingual in English/Spanish.
A certified law enforcement officer in the State of Nebraska.

Annual Salary: \$39,748-\$53,289

Hours: 40 hours per week, Shift work is assigned.

Fringe Benefits:

Vacation: A Patrol Officer earns 80 vacation hours per year with the opportunity to earn additional vacation after 5, 10, and 15 full years of service.

Sick leave: Earned at the rate of 8 hours per calendar month, cumulative to 960 hours.

Holidays : 10

Personal Leave Day: 1 per fiscal year

Additional: Pension plan, social security, health and dental insurance, long term disability insurance and a term life insurance policy provided by the City. Uniforms, equipment and weapons are furnished to each officer.

APPLICATION PROCEDURE

APPLICATIONS: Applications must be fully completed and returned to the Secretary of the Civil Service Commission/Director of Human Resources at City Hall, 2525 Circle Dr., Scottsbluff, NE 69361. Applications must be received by **4:00 P.M. MDT, FRIDAY, APRIL 21, 2017.**

PROOF OF EDUCATION: In addition to completing the standard application form and attachments, individuals must provide a **copy of high school diploma, high school equivalency** or other proof of education equivalent to completion of the 12th grade, **prior to testing.**
Any applicant failing to do so will not be allowed to test.

VETERAN'S PREFERENCE: *Any applicant who desires to receive veteran's preference credit on the examination and is qualified for veteran's preference, must claim such on the application form and **must furnish a copy of honorable discharge papers with the application at time of filing.** If this is not accomplished veteran's preference credits will not be allowed.*

EXAMINATION PROCEDURE

WRITTEN EXAMINATION: Only applicants who meet the minimum qualifications will be allowed to take the examination. The examination will be conducted on **FRIDAY, MAY 5, 2017, at 8:00 A.M at the Public Safety Building, 1801 Avenue B, Scottsbluff, Nebraska.** Registration will be held at 7:30 A.M. The written examination will be given first and, for those who pass the written examination, an oral interview will be scheduled on the same day.

ORAL EXAMINATION: The oral interview board will be made up of the Police Chief, the Human Resources Director and members of the Civil Service Commission. Interviews will be conducted at the Public Safety Building, 1801 Avenue B, Scottsbluff, Nebraska.

PHYSICAL AGILITY TEST: Applicants who pass the oral interview will be required to participate in the physical agility test. This test will be administered by members of the Police Department fitness committee.

This physical agility test consists of the following three exercises:

		Men 30% Standards				Women 30% Standards			
	AGE	20-29	30-39	40-40	50-59	20-29	30-39	40-49	50-59
1 minute push ups		26	20	15	10	13	9	7	n/a
1 minute sit ups		35	32	27	21	30	22	17	12
1.5 mile run		13:08	13:48	14:33	16:46	15:56	16:46	18:26	20:17

The entrance fitness test is based off 30% of the Cooper Standards. The test is to be administered in the about listed order with the prescribed recovery times between each test. Recovery should be active i.e. slow walking or gentle stretching.

1 minute push up-followed by 5 minute recovery time

1 minute sit ups- followed by 5 minute recovery time

1.5 mile run- conducted on flat surface & timed (cool down 5 minutes)

APPOINTMENT: Appointment to the position is subject to the successful completion of a physical examination by a physician of the City's choice, a psychological test, a drug screening test, and a thorough background check. The residency requirement must be met prior to permanent appointment to the position. The eligible list that is established as a result of this examination will expire one year from the date of certification by the Civil Service Commission. Applicants may be removed from the eligible list for just cause.

An Equal Employment Opportunity Employer, no discrimination on basis of disability; only U.S. citizens and aliens lawfully authorized to work in the United States will be hired and all new employees are required to complete verification forms.

NOTICE OF EXAMINATION

For Police Officer

Pursuant to the Rules of the Civil Service Commission, notice is hereby given that an open entrance examination for the position of Police Officer will be given at the Public Safety Building, 1801 Avenue B, Scottsbluff, Nebraska, FRIDAY, MAY 5, 2017, beginning at 8:00 A.M. Registration will begin at 7:30 A.M. Minimum score is 70% on written portion and 75% on oral portion of the examination. Written portion carries a weight of 50% of the total score and the oral portion carries a weight of 50% of the total score. Passing a physical agility test is also a requirement. Eligible List established for applicants who pass all phases of the examination will be effective for a period of one (1) year from the date it is established or until it is depleted, whichever occurs first. Appointment is subject to the successful completion of a physical examination, psychological test, pre-employment drug screening, and background check. Persons presently age 20 would not be eligible for appointment until they are 21. Residency requirement as established by City Ordinance must be complied with before completion of probation period. Only applications received prior to 4PM MDT on APRIL 21, 2017, will be permitted to participate in the examination. High school diploma or equivalent must be provided prior to testing. To be eligible to claim veteran's preference, a copy of honorable discharge (Form DD214) must be submitted at the time of filing the Application for Employment. An Equal Employment Opportunity Employer, no discrimination on basis of disability, only U.S. citizens and aliens lawfully authorized to work in the United States will be hired and all new employees are required to complete verification form.

/s/ Jana Bode, Secretary

City of Scottsbluff, Nebraska Application for Employment

The City of Scottsbluff is an Equal Opportunity Employer. Race, color, religion, age, sex, disability, marital or veteran status, place of national origin and other categories protected by law are not factors in employment, promotion, compensation or working conditions.

Please print or write legibly in ink. Fill in all blanks completely.

POSITION APPLIED FOR:		DATE OF APPLICATION:
Last Name	First Name	Middle Initial
Address:	City and State	Zip
Telephone: Home	Cell	Work/Business

APPLICANT INFORMATION:

Do you have a valid driver's license	<input type="checkbox"/> Yes <input type="checkbox"/> No	License No.	State	Exp. date
Are you legally eligible to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<i>(Proof of citizenship or immigration status will be required upon employment)</i>				
*Have you ever been employed with the City of Scottsbluff before? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, give date: _____ What Department? _____				
*Have you ever been convicted of a misdemeanor or felony? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, please explain on a separate piece of paper and include it with your application.				
<i>(Prior convictions will not disqualify you from employment or consideration for employment. The nature of the crime, the time elapsed since the crime, and the nature of the employment sought will be considered. You are not obligated to disclose any records which have been sealed, and the City of Scottsbluff is not asking you to disclose the contents or details of any sealed records or that any sealed records exist. You must exclude information about any sealed record, including the existence of any sealed record, when responding to the questions in this application.)</i>				
Have you ever been dismissed from employment for misconduct, or have you ever resigned <input type="checkbox"/> Yes <input type="checkbox"/> No on request to avoid discharge? Please explain.				
Are you currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, may we contact your employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Are you related to anyone employed by the City of Scottsbluff? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If yes, Name of relative: _____ Department: _____				
Date you can start:		Salary Desired:		

EDUCATIONAL BACKGROUND:

School Name and Location	High School or GED				Undergraduate College/University				Graduate/ Professional			
	9	10	11	12	1	2	3	4	1	2	3	4
Years Completed												
Diploma/Degree												
Major and Minor Subjects												
List Licenses, Professional Registration or other Recognition:												
List Special Skills or qualifications:												

MILITARY: Complete this section if you served in the U.S. Armed Forces:

Branch of Service	Duties and special training:
Period of Active Duty:	Rank at Discharge:
From _____ To _____	Type of Discharge:
Are You Claiming Veteran's Preference? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, a copy of honorable discharge papers, (form DD214) must be attached to this application to be eligible. Veteran's Preference only applies when a qualified candidate obtains passing scores on all parts and phases of examination/interviews.	

For City use only!

This application was received by: _____ Date _____

EMPLOYMENT EXPERIENCE:

Start with your present or most recent position for a period of 10 years including any military service and complete the below information fully. If you need additional space, please continue on a separate sheet of paper.

Application should be fully completed, without reference to attached resume. In addition, you may include a resume.

Name of Employer:	Dates Employed (Month & Year)		Salary Rate:		
	From:	To:	Total:	Starting:	End:
Address:	Name of Supervisor:		Your Position:		
City	State	Zip	Describe your duties:		
Telephone Number:					
Reason for Leaving:					
Name of Employer:	Dates Employed (Month & Year)		Salary Rate:		
	From:	To:	Total:	Starting:	End:
Address:	Name of Supervisor:		Your Position:		
City	State	Zip	Describe your duties:		
Telephone Number:					
Reason for Leaving:					
Name of Employer:	Dates Employed (Month & Year)		Salary Rate:		
	From:	To:	Total:	Starting:	End:
Address:	Name of Supervisor:		Your Position:		
City	State	Zip	Describe your duties:		
Telephone Number:					
Reason for Leaving:					

REFERENCES: List three references who are neither related to you nor a former employer.

Name	Address (City, State, Zip)	Telephone Number	Years Known

EMPLOYEE CONSENT

I, _____ hereby give consent to any and all prior employers of mine to provide information with regard to my employment with prior employers to the City of Scottsbluff

Signed: _____ Date: _____

APPLICANT'S STATEMENT: (Read carefully before signing)

I certify that answers given in this application are true and complete to the best of my knowledge. I authorize a complete background investigation, including but not limited to all statements contained in the application for employment as may be necessary in arriving at an employment decision. If I am employed by the City based on this application, I understand that false or misleading information given in my application or interview(s) will result in discharge. I understand that if I am hired, my employment is at will, and I will be terminated according to the provisions of the City of Scottsbluff's Personnel Manual.

Signed: _____ Date: _____

**CITY OF SCOTTBLUFF
RECRUITMENT INFORMATION FORM**

FOR THE POSITION OF: POLICE PATROL OFFICER

Please provide written responses to the following questions and attach to the completed application form.

NAME: _____

Are you able to perform the essential functions of the job as listed on the attached Job Opportunity form? YES NO

If no, are there reasonable accommodations that can be made to allow you to perform the essential functions of the job?

1. How did you learn of this opportunity?

2. Please describe your experience in keeping records and preparing written reports on work activities.

3. What has been your experience working with the public in situations where you must answer questions or deal with complaints?

4. Have you ever worked in a job which required working on a rotating shift schedule? Please be specific.

5. Please acknowledge that you meet the minimum qualifications of the Police Patrol Officer position as described in the attached job description. (Yes/No) If you do not, please identify those areas in which you do not meet minimum qualifications.

Scottsbluff Police Department
 Report of Crimes of Domestic Violence
 Police Officers

Effective September 30, 1996, Federal Law 18 U.S.C. 922(g)(9) prohibits persons convicted at any time of crimes of domestic violence from shipping, transporting, possessing, or receiving firearms or ammunition unless the conviction has been pardoned, expunged or set aside. The controlling factor is the relationship

to the victim and it does not matter whether or not the statute or ordinance violated defines the crime as domestic violence. There are no exceptions to this new law so it is now a federal felony for police officers (or anyone else) with such a conviction to possess any firearm or ammunition including those which are agency issued. Persons providing firearms or ammunition to a person knowing or having reason to believe that such person has been convicted of a crime of domestic violence are also in violation of the law. Violators face penalties of up to 10 years imprisonment and a fine of up to \$250,000. Individuals who

have been convicted of crimes of domestic violence should immediately contact their local police department *and arrange* to surrender all issued firearms and ammunition. Such individuals must also dispose of all personal firearms. The Scottsbluff Police Department will not accept, receive, or store personal firearms.

Read the following carefully and answer the question. The question must be answered with a “yes” or “no” inserted in the box at the right of the question.

Have you ever been convicted of domestic violence, including but not limited to, the use or attempted use of physical force, or the use or threatened use of a deadly weapon against a current or former spouse, child, parent, or person under your guardianship, or against a person with who you share a child in common, or a person you are cohabiting or have cohabited with as a spouse, parent, or guardian, or against a person similarly situated.	Yes or No
--	-----------

If you answered “Yes”, give specific details, including offense, date, location, and sentence imposed, if any, and state whether or not the offense has been pardoned, expunged, or set aside.

Certification:

I hereby certify that the answer to the above is correct and true. I understand that a person who answers “yes” to the above question is prohibited from possessing a firearm or ammunition. I also understand that the making of a false statement about this matter will be considered a violation of Federal law.

Please Print:

Last Name	First	M.I.	Date:
Signature			
Address:			

ANTI-DRUG PLAN

In accordance with the NEBRASKA DRUG FREE WORK PLACE ACT of 1988, and the City of Scottsbluff's Anti-Drug Plan, the City of Scottsbluff has instituted a drug testing program. The City of Scottsbluff has reviewed the legal, operational, social, medical and ethical aspects of instituting this program. I understand that manufacture, distribution, possession, use, sale, transfer, purchase, and transport of illegal drugs will be considered a violation of the City of Scottsbluff's Anti-Drug Plan and shall be grounds for disciplinary action, including termination. This program allows all employees to enjoy a safe, productive, and healthy work environment. Individuals are urged to seek assistance prior to problems affecting on-the-job performance.

PRE-EMPLOYMENT: Job applicants who are being considered for employment for positions with particular responsibilities must read the Anti-Drug Plan, sign a consent form, and submit to pre-employment drug testing.

CERTIFICATION: I have read, and understand the content of the above Anti-Drug Plan. I understand that compliance with the Anti-Drug Plan will be considered a condition of employment with the City of Scottsbluff.

Date

Signature

CITY OF SCOTTSSLUFF

EMPLOYMENT REFERENCE CHECK

Disclosure Pursuant to the Fair Credit Reporting Act: The City of Scottsbluff may obtain a Consumer Report about you for employment purposes. This Consumer Report may contain information about you including but not limited to the information set forth below. A summary of Your Rights Under the Fair Credit Reporting Act is attached.

I _____ authorize the City of Scottsbluff to check previous employment and /or personal references listed on my application and/or resume. I also give my consent to the City of Scottsbluff to obtain the following: Records of educational institutions that I have attended;

Driving record and civil and criminal history.

Employment records from previous employers to include evaluations, disciplinary history, complaints or grievances filed by or against me,

Pre-employment records from prospective employers;

A consumer report that might show financial and credit information, including credit reports and ratings; records from Financial Institutions to include loan performance, loan officer notes and financial statements, understanding that I have rights under the Fair Credit Reporting Act.

Any information from Counsel who have represented me in civil or criminal cases and I specifically waive the attorney client privilege in that regard.

The above records may be obtained through a variety of agencies/sources, including the internet.

Signature _____ Address _____

(Including maiden name)

Date _____

Social Security # _ _ _ - _ _ - _ _ _ Phone Number _____

Most recent or current Employer _____

Telephone _____

Supervisor's Name _____ Title _____

Date of Employment _____

Para informacion en espanol, visite www.ftc.gov/credit o escribe a la FTC Consumer Response

Center, Room 130-A 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

A Summary of Your Rights Under the Fair Credit Reporting Act

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to www.ftc.gov/credit or write to: Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identify theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.ftc.gov/credit for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.ftc.gov/credit for an explanation of dispute procedures.
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need -- usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.ftc.gov/credit.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.ftc.gov/credit.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:

TYPE OF BUSINESS:	CONTACT:
Consumer reporting agencies, creditors and others not listed below	Federal Trade Commission: Consumer Response Center - FCRA Washington, DC 20580 1-877-382-4357
National banks, federal branches/agencies of foreign banks (word "National" or initials "N.A." appear in or after bank's name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 800-613-6743
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Consumer Help (FRCH) P O Box 1200 Minneapolis, MN 55480 Telephone: 888-851-1920 Website Address: www.federalreserveconsumerhelp.gov Email Address: ConsumerHelp@FederalReserve.gov
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20552 800-842-6929
Federal credit unions (words "Federal Credit Union" appear in institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Consumer Response Center, 2345 Grand Avenue, Suite 100 Kansas City, Missouri 64108-2638 1-877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation , Office of Financial Management Washington, DC 20590 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator – GIPSA Washington, DC 20250 202-720-7051