

City of Salem Constable Application Requirements

1. Each applicant must fill out and return a completed application, including five (5) letters of reference from individuals residing within the applicant's city or town of residence, at least one of which is from an attorney who is currently a member of the Massachusetts Bar in good standing.

NOTE: *Incomplete applications, applications with incorrect information or applications improperly filled out will result in disqualification from consideration.*

2. All candidates must sign a CORI release authorizing a criminal history check and a release authorizing an investigative background check.

3. After the application, letters of reference and releases have been submitted, all candidates must schedule a pre-appointment interview with the Chief of Police or his/her designee.

4. After completion of the process, the Chief of Police or his/her designee shall then make recommendations to the Mayor regarding the fitness of the candidate.

Qualifications

1. All applicants shall be twenty-one years of age or older.
2. All applicants shall be of sound moral character.
3. All applicants shall maintain residency in, or proximity to, Salem.
4. Applicants who have any of the following shall be excluded from consideration:

- a) A conviction for a violent offense within the past ten (10) years*;
- b) A conviction for a misdemeanor within the past five (5) years;
- c) A current open case in criminal court;

*

- d) A history of domestic violence, including current or expired restraining orders under MG.L., 208 or 209A;
- e) Has been incarcerated in a state or county penal institution;
or
- f) Is classified as a sex offender under Massachusetts Law.

*Violent offenses include, but are not limited to, assaults of any type, armed and unarmed robberies and all crimes of a sexual nature.

Re-appointment Requirements

1. All appointees shall be required to submit to a criminal record check and an investigative background check before re-appointment.
2. Appointees understand that violations of any of the requirements or qualifications listed may result in immediate disqualification from the position of constable.

The applicant/appointee understands that appointment as a constable does not constitute employment with the City of Salem or the Salem Police Department or the Commonwealth. Appointment as a constable does not grant the individual the authority to act in the capacity of a Salem Police Officer or any police officer. Appointees attempting to use their authority as a constable in an improper fashion shall be found to have engaged in gross misconduct, and be subject to removal under the ordinance. All applicants must be thoroughly familiar with the enacted City Ordinance for Constables (updated May 2017).

City of Salem Police Department

95 Margin Street
Salem, MA 01970
Phone 978-744-0171

Application for Constable Appointment

Check ONE: Primary Application _____ Re-Application _____

Name:

Residence:

Mailing Address:

Daytime Telephone: _____ Cell Phone: _____

Email: _____

I am legally authorized to work in the U.S. ___Yes___No Date of birth: _____

Driver's License No.: _____

Social Security No.: _____

Present Employer, Address & Phone:

Dates of current employment: _____

List your employers for the last five years, if different from above:

Applicant's reason for desiring appointment (please indicate whether you will be working independently or plan to be employed by another constable, attorney or other organization). Use extra pages as necessary:

Other cities and towns where you have been appointed as a constable (Please include dates):

I understand that the Police Chief shall review my application and conduct a background check prior to making a recommendation to the Mayor as to whether I am suitable for appointment as a City of Salem constable. I agree to fully cooperate with this process.

I further understand that appointment as a constable does not constitute employment with the City of Salem or the Salem Police Department.

I certify, under pains and penalties of perjury, that I have completed this application truthfully.

Applicant's Signature

Date

.....
This certifies that the Salem Police Department has investigated the reputation and character of the above-named applicant and finds him/her ___suitable ___unsuitable for appointment as constable.

Chief of Police

Date: _____

Application approved:

Mayor

Date: _____

Pursuant to M.G.L. Chapter 41, §91B, this application must be accompanied by the signatures of five reputable citizens of the City or Town where the Applicant resides, one of whom shall be an attorney at law currently licensed to practice in the Commonwealth.

We, the undersigned, hereby attest to the good moral character and integrity of said applicant and that the applicant is possessed of sufficient qualifications and abilities to discharge the duties of the office of constable:

(Letters of reference for the below signed are enclosed with application for new applicants).

Name (Please Print)	Residential Address (No P.O. Box)	Phone	Signature
Name (Please Print)	Residential Address (No P.O. Box)	Phone	Signature
Name (Please Print)	Residential Address (No P.O. Box)	Phone	Signature
Name (Please Print)	Residential Address (No P.O. Box)	Phone	Signature
Name of Atty (Please Print) (Include BBO #)	Residential Address (No P.O. Box)	Phone	Signature

You are also to obtain the signature of the Police Chief in the City or Town in which you reside, only if you are not a Salem resident.

Signature of Police Chief in City or Town you reside: _____

Printed Name and Title: _____ Date: _____

