



Montana Public Safety Officer Standards & Training Council

2260 Sierra Road East
Helena, MT 59602

dojmt.gov/post

Phone: (406) 444-9975
Fax: (406) 444-9978

POST NEW HIRE CHECKLIST

This form is for the use of public safety agencies and need **NOT** be returned to POST.
For more information, see § 7-32-303, MCA and ARMs 23.13.201-23.13.205

Applicant Name: _____

- | | | |
|--|-----|----|
| Is the applicant a U.S. Citizen? | Yes | No |
| Is the applicant at least 18 years of age? | Yes | No |
| Have you run the applicant's fingerprints? | Yes | No |
| Has the applicant been convicted of a crime for which they could have been imprisoned? | Yes | No |
| Does the applicant have a high school diploma or equivalent? | Yes | No |
| Have you conducted an oral interview? | Yes | No |
| Have you conducted a thorough background check? | Yes | No |
| Is the applicant in good standing with other state POST agencies? | Yes | No |
| Does the applicant possess a valid driver's license? | Yes | No |
| Has the applicant received examinations to determine s/he is free of any mental or physical condition that might adversely affect performance by the applicant (<i>peace officers only</i>)? | Yes | No |
| Have you checked the National Decertification Index (<i>link below</i>)? | Yes | No |
- <https://iadlest.org/Home.aspx>

***Don't forget to send in a Notice of Appointment form to POST within 10 days of appointment!**