



ASSISTANT CHIEF CONSTABLE

POLICE SERVICE OF NORTHERN IRELAND (PSNI)

APPLICATION FORM

OCTOBER 2024

Completed form to be returned to recruit@headstogether.com
Form to be returned by Monday 4 November at 12:00(noon)



INSTRUCTIONS FOR COMPLETION

Applicants are strongly advised to read the Candidate Information Booklet before completing and submitting their application. This document can be accessed and downloaded via the Northern Ireland Policing Board's (the Board's) **Assistant Chief Constable Recruitment webpage**.

For any further information contact Joanne Kane, Director of Headstogether Consulting Ltd via telephone number **07785 995698** or email address **joanne@headstogether.com**.

- Please note that the forms should be downloaded and saved to your computer before completing. If you are using a MAC you may also need to make sure that you have **Adobe Acrobat Reader** installed.
- Please read the application form carefully and supply all of the information requested.
- No attempt should be made to redesign the form.
- We have made it possible to complete the form electronically; where you see the blue box please start typing your response. All the normal functions of Microsoft Word should be available where the blue boxes appear. Please use a minimum font size of 10 point (this is the default setting).
- It is imperative that you complete the application form fully and provide open and honest answers. Evidence needs to be specific and focused on using relevant examples as appropriate.
- Applicants are required to complete all sections of this form.
- Additional information requested as part of your application includes:
 - Your end of programme report from Strategic Command Course or Police Executive Leadership Programme [if available].

It is the applicant's responsibility to ensure this Application Form and the Equality and Diversity Monitoring Form and other documents requested are completed and submitted to **recruit@headstogether.com** by **12 noon Monday 4 November 2024**.



Please note, late applications will not be accepted.



Please note that once signature is inserted at the end of this form it will be locked and cannot be edited further. Please only insert your signature when your application is fully completed.



SECTION 1 PERSONAL DETAILS

First name(s):

Last name:

Current service / force:

Current rank:

Service Number:

Date commenced substantive rank:

Current job title:

Salary + benefits:

Total length of service:

Current security clearance level:

Date clearance obtained:

Work address:

Most suitable contact telephone number:

Most suitable email address for correspondence:

Please provide details of any existing registered business interests:

Do you have a disability (as defined in the Disability Discrimination Act) for which you require reasonable adjustments to any part of the selection or appointment process?

No

Yes



SECTION 1 PERSONAL DETAILS

Please provide details of your current role.

Current role title:

Service / force / agency:

Start date:

Finish date:

Please provide a brief description of your current role:

Maximum: 600 Characters



SECTION 2 ESSENTIAL CRITERIA

- 2.1 When did you complete the Strategic Command Course, the Police Executive Leadership Programme (Level 5) or equivalent?**

Please provide below, details of content if an equivalent course has been completed.

Programme / Course Title:

From:

To:

Summary of content of equivalent course:



SECTION 2 ESSENTIAL CRITERIA

2.2 Extensive Operational Command Experience¹

Please provide evidence of your extensive operational command experience.

¹ Evidence provided could include operational policing command demonstrating leadership experience from a range of areas such as crime management, community relations and 'live' real-time command incidents (e.g. managing serious crime investigations, firearms incidents, major sporting events, public order, anti-social behaviour, or a major disaster). The evidence provided should cover the full operational cycle from planning, implementation, monitoring and evaluation of the outputs/outcomes.



SECTION 2 ESSENTIAL CRITERIA

2.2 Extensive Operational Command Experience

Continued

Please provide evidence of your extensive operational command experience.



SECTION 3 VETTING AND STANDARDS INFORMATION

Please give details below of all outstanding criminal investigations or disciplinary proceedings being carried out in relation to your conduct and all previous criminal justice proceedings, convictions, or disciplinary offences whether they have been expunged or not:

As part of the recruitment process there is a requirement for all applicants to provide their consent to allow police vetting checks to be carried out as well as direct checks with the Office of the Police Ombudsman for Northern Ireland [OPONI] and Independent Office for Police Complaints [IOPC]. Only when you successfully pass Police Vetting will you enter the NSV process.

The information that you provide allows for these checks to be completed as part of the recruitment process. Police Vetting includes checks on your complaints & discipline record, criminal record checks, PND checks, credit worthiness, integrity check, intelligence, any issues relating to Chapter 18 (TAINT). Direct checks with OPONI and IOPC will identify any matters relating to ongoing investigations by those offices that relate to candidates.

By signing this application form you are agreeing that these checks can be carried out and that you authorise PSNI to carry out the Police Vetting checks on behalf of the NIPB, and authorise NIPB to conduct the further checks direct with OPONI/IOPC.



SECTION 4 DISCLOSURE OF RELATIONSHIPS AND CONFLICTS OF INTEREST

Please declare below any actual or perceived conflicts of interest in relation to relationships with anyone on the interview panel:



SECTION 5 CANDIDATE DECLARATION

By signing below, I declare that the information contained in this application is correct to the best of my knowledge and belief. I understand that providing false or misleading information may be considered grounds for refusing my application. By signing this I agree to the processing, use and retention of personal information provided as detailed in the Privacy Notice below.

Please note that once your signature is inserted the form will lock and cannot be edited further.

Print Name:


Signature*:

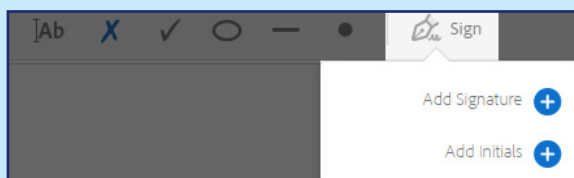
(*an electronic signature can be used)

Date:

How to sign or initial your form

To sign a PDF form, you can type, draw, or insert an image of your handwritten signature or initials.

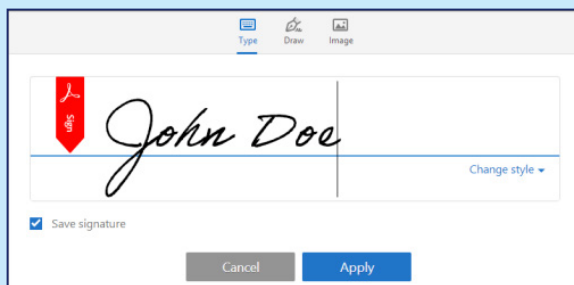
1. Open the PDF document or form in Acrobat or Reader, and click **Fill & Sign** in the right pane.
2. Click the Sign icon  in the Fill & Sign toolbar, and then choose whether you want to add your signature or just initials.



If you have already added signatures or initials, they are displayed as options to choose from.

3. If you've already added your signature or initials, just select it from the Sign options, and then click at the place in the PDF where you want to add your signature. Skip to the next step.

If you are signing for the first time, you see the Signature or Initials panel. Below is an example of the Signature panel.



You can choose to type, draw, or import a signature image. Added signatures and initials are saved for future use.

4. Click **Apply**, and then click at the place in the PDF where you want to place the signature or initial.

The personal data on this form has been provided by you. For further information please see the **NIPB Privacy Notice** and **PSNI Privacy Notice**.

Thank you for completing this Application Form



Northern Ireland Policing Board

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