



Town of Chilmark
Office of
Police Department
Chilmark, Massachusetts 02535

Chief of Police
Brian A. Cioffi

Station (508) 645-3310
Fax 645-3101
Communications 693-1212

To: Honorable Board of Selectmen
Town of Chilmark
From: Chief Brian A Cioffi
Chilmark Police Department
Date: June 17, 2011
Re: Traffic Officer Appointment

Sirs,

I respectfully ask your board to be placed on the agenda for June 21, 2011, to appoint Nicolas Wood to the position of Traffic officer for the summer of 2011. His end date would be September 20, 2011.

Nicolas just finished his sophomore year at the University of Rhode Island and is majoring in Criminal Justice. Nicolas also plays football for the college. Nicolas was the captain of his high school football team and comes with high recommendations by both his coach and a sergeant of the Massachusetts State Police.

If you shall have any questions I will be at the Meeting on June 21, 2011.

Respectfully Submitted,

Brian A Cioffi
Chief of Police

Nicholas Wood
3 Lincoln Street
Unit 3
Westborough, MA 01581
508-353-4329

May 26, 2011

Chief Brian A. Cioffi
Chilmark Police Department
15 State Road
P.O. Box 340
Chilmark, MA 02535-0340

Dear Chief Cioffi;

I am pleased to present my resume to you for consideration for the summer traffic position. I just finished my sophomore year and am majoring in criminal justice at the University of Rhode Island. This job would be a great opportunity for me to further my understanding of police work and to gain some experience in the field in which I hope to make my career.

I have many aspirations for my future and this will be a great chance to gain some knowledge, as well as be a valuable asset to your agency. I look forward to discussing this great opportunity with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'N. Wood', written in a cursive style.

Nicholas O. Wood

3 Lincoln Street, Unit 3
Westborough, MA 01581
508-353-4329
nwood9@my.uri.edu

EDUCATION

University of Rhode Island Current Student Major: Criminal Justice Class of 2013	August 2009-Current
Worcester Academy 2009 Post Graduate year	August 2008-May 2009
Westboro High School 2008 Graduate	August 2004-May 2008

EXPERIENCE

Rochs Fresh Produce Deli Worker	August 2010 - February 2011
Westborough Basketball Camp Coach/Camp Counselor	July 2005-July 2010 (summers)

SKILLS

- Excellent and broad array of computer skills: Apple & PC/Windows, Adobe
- Microsoft Office: Word, Excel, Access, PowerPoint, Publisher, Outlook

ATHLETICS

WHS Football
3 Year Letter Winner
Senior Captain

WHS Basketball
3 Year Letter Winner
Senior Captain

Worcester Academy
Post Grad Captain

Community Service Experience

Relay for Life (3 Total Teams), Westborough, MA
Autism Walk Kingston, RI - Spring 2010
Bone Marrow Drive Kingston, RI - Spring 2010



Chilmark Police Department

Application for Police Employment

Summer Traffic Officer

Chief Brian A. Cioffi

General Instructions: Answer all questions completely and accurately. All statements are subject to a review and verification. Applicants knowingly withholding information or giving false answers will be disqualified.

Please include all requested materials listed below with you application.
Please type or legibly print application using ink.

All applicants:

- Must submit a cover letter with their application.
- Must have high school diploma or equivalent.
- Must be at least 18 years old and have a valid Massachusetts Driver's License.
- Must submit certification from a health care provider stating applicant can physically perform the duties of a police officer with their application.
- Must submit three letters of recommendation with their application.
- Must consent to a complete background investigation.
- Must consent to submit to possible drug screen urinalysis, written, physical and/or strength exams.

Personal Information:

Name Wood Nicholas O'donnell Social Security Number 033-72-8366
Last Name, First Name, Middle Name

Date of Birth 01/24/1990 Place of Birth Worcester, MA

Married _____ Single Divorced _____

Motor Vehicle Operator's License(s):

State: Massachusetts License Number: S16891621

Permanent Address: 3 Lincoln St Phone: 508-353-4329
Westboro, MA 01581

Island Address: Katama, MV, MA Phone: N/A

Email Address: Nwood9@my.uri.edu Cell Phone: 508-353-4329

Height 6' Weight 5'' Sex Male
Waist Inseam 34 Neck 17 Head 7 1/2 Sleeve Length 37

Name of Father

Kenneth Wood

Name of Mother (including Maiden)

Mary Wood (Trank)

Are you a citizen of the United States? Yes No

Naturalized: _____ Date & Location _____

Emergency Contact Information:

Name and relationship Mary Wood (mother) Address 3 Lincoln St, Westboro, MA

Contact Numbers 508-958-0225

Name and relationship Noel Foy (friend's mother) Address Katama, MV, MA

Contact Numbers 508-614-8596

Military Service:

Branch _____ From _____ To _____

Rank _____ Service Number _____ Type of Discharge _____

Duties Performed: _____

Employment Within past 5 (five) years: Roch's produce store (2010)
Westboro Basketball camp (2006-2010)

Have you ever been dismissed, asked to resign, suspended, reprimanded, censured or received any other type of discipline action from any employer?

If Yes, please explain. Yes _____ No

Do you currently have any other job application(s) filed for other employment opportunities?

Yes _____ No If Yes, Please indicate where. _____

General Information:

Have you any defect of sight; hearing or speech; or any mental or physical disability, incapacity or infirmity that would prevent you from performing all the essential job functions of a traffic officer?

Yes _____ No If yes, describe: _____

Do you use any Narcotics, Illegal Drugs, or Controlled Substances?

Yes _____ No If Yes, please indicate what type and approximate date(s) of last use.

Are you currently on any prescription medications? Yes _____ No If Yes, or have been within the past five years please explain.

Education:

Dates Graduate (Yes/No) School's Name and Address (Please list all schools attended)

Westboro High School (5-2008) - 90 west main st, Westboro, MA
Worcester Academy (2009)
University of Rhode Island (2009 - present) - Upper College Rd, Kingston RI

Law Enforcement related Schools or Training:

Dates Description of Training

Special Qualifications, Skills and Awards received (EMT, CPR, Water Safety, Etc.):

Do you use alcoholic beverages? Yes No _____ If Yes, please indicate your beverage(s) of preference and typical weekly consumption amounts.

About 2 nights a week, Beer

Have you ever been arrested or convicted for the breach or violation of the laws of this or any other state or nation, or the ordinances or by-laws of any city or town since you reached the age of 17 (seventeen), including military service?

Yes _____ No If yes, describe fully including Dates, Location/Court, Charges and Dispositions:

Have you ever been a defendant in any criminal case? Yes _____ No ✓ If yes, describe fully including Dates, Location/Court, Charges and Dispositions:

References:

Please attach three letters of recommendation from responsible adults having a reputable standing in their community (not to include relatives, in-laws, former or present employers or fellow employees), whom have known you for at least five years and indicate in their letter that they are recommending you for the position of a traffic officer.

Please read the following and sign below indicating that you understand and agree to the terms as stated.

I understand that this is not a contract of employment and the Town of Chilmark or I may sever the employment relationship at any time for any reason.

I, NICHOLAS Wood 033-72-8366, born on the 24 th. Day Year 1990,
Name & Social Security Number

and having filed this application for employment with the Chilmark Police Department, consent to having an investigation made as to my moral character, reputation, and fitness for the position for which I have applied, and such information as may be received by or reported to the appointing authority, the Board of Selectmen of the Town of Chilmark. I agree to give any further information, which may be required in reference to my past record. I also authorize and request every person, firm, company, corporation, governmental agency, court, association or institution having control of any documents, records, and any other information pertaining to me to furnish the Chilmark Police Department any such information, including but not limited to: documents, records, files regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent data, and to permit the Chilmark Police Department or any of its agents or representatives to inspect and make copies of such documents, records and other information including medical records. I understand that this department has various day, night and weekend tours for which I must be available if required. I further understand that any appointment tendered me will be contingent upon the results of a complete character and fitness investigation, and I am aware that willfully withholding information or making false statements on this application will be the basis for rejection of my application or dismissal from the department. I agree to these conditions and I hereby certify that all statements made by me on this application are true and complete to the best of my knowledge. Finally, I hereby release, discharge and exonerate the Town of Chilmark, its agents and representatives, and any person furnishing or receiving information, from any and all liability of every nature and kind arising out of the furnishings or inspection of such documents, records, or other information or investigations made by or on behalf of this municipality. The authority shall continue until revoked in writing by the undersigned.

Date 5/26/11

Signature of Applicant

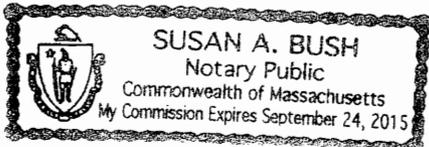


Notary Certification

I, Nicholas Wood, being duly sworn, depose and state I am the above named person. I signed the foregoing statement. I personally read and printed by hand or completed by computer/typewriter answers to each and every question therein and I do solemnly swear that each and every answer is full, true and correct in every aspect.

Signature of Applicant 


Sworn before me this ~~27~~ 27th day of May, 2011




Notary Public
My Commission Expires: 9.24.2015

Please submit completed applications to
Chief Brian A. Cioffi
Chilmark Police Department
15 State Road
P.O. Box 340
Chilmark, MA. 02535-0340