

CIVIL SERVICE MERIT BOARD RULES – CITY OF KNOXVILLE

Article 11 - Application Form

SECTION 1101. REQUIRED FORMS AND DOCUMENTS

Applicants shall be required to submit their applications on forms provided for that purpose by the Board. Each applicant for Police Officer Recruit or Firefighter Recruit must submit a copy of his/her birth certificate and high school diploma or equivalent. A notarized affidavit on school stationery signed by the principal may be submitted if the high school diploma is destroyed or lost. All documents listed in the posting announcement for each job vacancy must be submitted by listed deadlines in order for the application to be deemed complete.

SECTION 1102. PENALTY FOR FALSE STATEMENTS

All blanks on the application form must be completed. Any applicant for a position who knowingly makes any false statement in his application shall thereby forfeit his right to be appointed to a position; and if he has been selected for or given employment, he shall forfeit such employment and shall not within three years thereafter be eligible for employment in any civil service position with the City or be entitled to take any civil service test unless otherwise determined by the Board. The Board shall summarily reject any applicant upon discovery of same.