

CHAPTER 19 – PERSONNEL

Sec. 19-51. Background investigations; prospective City employees

(a) The City Manager or his designee may enter into such agreements as they deem necessary to obtain criminal history information as part of background checks of prospective employees with the City.

(b) All applicants for employment having received a conditional job offer with the City of Peoria in any position involving any of the following:

- (1) Access to City funds and monies
- (2) Access to City and or Court records
- (3) Acquisition and/or disposition of City Property
- (4) Unsupervised contact with minors

shall submit a full set of fingerprints to the City for the purpose of obtaining a state and federal criminal records check pursuant to A.R.S. §41-1750 and U.S. Public Law (Pub.L.)92-544. The Arizona Department of Public Safety is authorized to exchange this fingerprint data with the Federal Bureau of Investigation.

(c) Secondary dissemination of information obtained pursuant to this section is prohibited, except as permitted by state and federal law. All information obtained pursuant to this section shall be maintained separately from the employee file and shall be destroyed upon expiration of the records retention period required by law.

(d) The City shall provide notice to prospective employee background investigation will be conducted to determine their fitness for employment.
(Ord. No. 97-101, 10/7/97, enacted)

State Law Reference, A.R.S. §41-1750. Department of Public Safety.