

108 N. Main Cross St. Carmi, IL 62821

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Phone: (618) 382-5321 www.whitecountysheriff.org

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

Instructions: Please complete this form completely and accurately. Please use a pen and print clearly.

SECTION 1 – PERSONAL INFORMATION

| Name: | | | | | | |
|--|-----------------|---------|--|--------|-----------------|----------|
| Last | First | | MI | Social | Security Number | |
| Street Address | | City | State | C | ounty | Zip Code |
| Home Telephone N | lumber | | Cellular Telephone Number | | Work Telephone | Number |
| Are you at least twenty-one (21) years of age? | | | | Yes_ | No | _ |
| • • | artment because | of VISA | employed by the White or immigration status? | Yes_ | No | _ |
| Do you have any com affect your employm If yes, explain: | | _ | erfere which adversely nd job or school? | Yes | No | - |

SECTION II – WORK REFERENCES

| | Position applied for | | Date of application | | |
|--------|-------------------------------|---------------------------------|---|----------------|--|
| Are yo | u applying for: | Full time work | Part time work | No preference | |
| Are yo | u interested in: | Permanent work Seasonal Work | | Temporary work | |
| Are yo | u currently on "la | ay-off" status and subject | to recall? Yes | No | |
| Minim | um salary expect | cation: | Date available to start: | | |
| | | = - | ginning with the most recent): grounds for disqualification.) | | |
| 1. | | | | | |
| | Employer Name | | month/year | Beginning | |
| | | | Employed to: | Position: | |
| | Street Address/City/State/Zip | | month/year | End | |
| | | | Employer telephone number: | | |
| | | 200 | | | |
| | Supervisor's Na | ame | | | |
| | · | | quipment operated, etc. for position(s | s) held: | |
| | Describe your o | | quipment operated, etc. for position(s | s) held: | |

| 2. | | Employed from: | | Position: | | |
|----|--|-----------------|--------------|------------------------|--|--|
| | Employer Name | | month/year | Beginning | | |
| | | Employed to: | | Position: | | |
| | Street Address/City/State/Zip | | month/year | End | | |
| | | Employer teleph | none number: | | | |
| | Supervisor's Name | | | | | |
| | Describe your duties, responsibilities, equipment operated, etc. for position(s) held: | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | Describe your reason for leaving: | | | | | |
| | | | | | | |
| | May we contact this employer: Yes _ | No | | | | |
| | If no, please explain why: | | | | | |
| 2 | | | | | | |
| 3. | Employer Name | Employed from: | month/year | Position: Beginning | | |
| | | Employed to: | | Position: | | |
| | Street Address/City/State/Zip | | month/year | End | | |
| | | Employer telepl | none number: | | | |
| | Supervisor's Name | | | | | |
| | Describe your duties, responsibilities, equipment operated, etc. for position(s) held: | | | | | |
| | | | | | | |
| | | | | | | |
| - | | | | | | |
| | Describe your reason for leaving: | | | | | |
| | | | | | | |
| | May we contact this employer: Vos | No | | | | |
| | May we contact this employer: Yes _ | | | | | |
| | If no, please explain why: | | | | | |

| Employed from: | | Position: | | | |
|--|--|--|--|--|--|
| | month/year | Beginning | | | |
| Employed to: | | Position: | | | |
| | month/year | End | | | |
| Employer telepl | hone number: | | | | |
| | | | | | |
| uipment operated | , etc. for position(| s) held: | | | |
| | | | | | |
| | | | | | |
| No | | | | | |
| | | | | | |
| Employed from: | | Position: | | | |
| . , | month/year | Beginning | | | |
| Employed to: | | Position: | | | |
| | month/year | End | | | |
| Employer telepl | hone number: | | | | |
| | | | | | |
| Describe your duties, responsibilities, equipment operated, etc. for position(s) held: | | | | | |
| | | | | | |
| | | - | | | |
| | | | | | |
| No | | | | | |
| | | | | | |
| | Employed to: Employer telepont uipment operated No Employed from: Employed to: Employer telepont uipment operated No | Employed to: month/year Employer telephone number: uipment operated, etc. for position(No Employed from: month/year Employed to: month/year Employer telephone number: uipment operated, etc. for position(| | | |

SECTION III – EDUCATION AND TRAINING

| Name of school: | Location: |
|-------------------------|---|
| Diploma/Degree/Major | Years completed: |
| Name of school: | Location: |
| Diploma/Degree/Major | Years completed: |
| Name of school: | Location: |
| Diploma/Degree/Major | Years completed: |
| Name of school: | Location: |
| Diploma/Degree/Major | Years completed: |
| Other schools attended: | |
| | al training you received, or skills you have attained which you feel would are applying (e.g., special machines or equipment you operate, hobbie taught you qualifying skills, ets.): |
| | |
| | |
| | |
| | |

<u>SECTION IV – DRUG, CRIMINAL & TRAFFIC HISTORY</u>

Please read the following check list and indicate your response by circling YES or NO. Place your initials next to your response. By initialing, you verify that you have read and understand the information asked of you.

Have you ever:

| 1. | Been convicted of a felony that has not been expunged or sealed? | Yes or No |
|------|---|-----------|
| | If yes, explain: | |
| 2. | Have a criminal arrest record that has not been expunged or sealed? | Yes or No |
| | If yes, explain: | |
| 3. | Possessed, used or sold any illegal drugs? | Yes or No |
| | If yes, explain: | |
| 4. | Used marijuana within the last 7 years? | Yes or No |
| | If yes, explain: | |
| 5. | Illegally used any steroids? | Yes or No |
| | If yes, explain: | |
| 6. | Been arrested for DUI or OWI? | Yes or No |
| | If yes, explain: | |
| 7. | Illegally possessed, sold or used any prescription drugs? | Yes or No |
| | If yes, explain: | |
| 8. | Are you currently required to register as a sex offender in this or any other Jurisdiction? | Yes or No |
| | If yes, explain: | |
| List | all traffic accidents that you have been involved in within the last 7 years: | |
| | | |
| List | all traffic citations: | |
| | | |

SECTION V – MISCELLANEOUS

The following information will be used only if it is directly related to the classification/position for which you are applying Have you ever been employed in the state or county service of the State of Illinois? Yes _____ No ____ If yes, please provide details: Yes _____ No _____ Have you served in the U.S. Military? If yes, please indicate which branch: Also if yes, is a copy of your DD 214 attached? Yes _____ No ____ Yes _____ No ____ Are you currently a member of any military reserve unit? If yes, please list the branch of service: Yes _____ No ____ Have you filed an application with the White County Sheriff's Department before? When? _____ Were you interviewed? Yes _____ No ____ Yes _____ No ____ Have you been employed at the White County Sheriff's Department before? I understand that the White County Sheriff's Department operates seven days a week and twenty-four hours per day and therefore, if employed, I may be required to work evenings, nights, and/or weekends. Yes _____ No _____ I understand that if I am hired and a sworn officer that I must successfully complete required training and courses specified and certified by the Law Enforcement Training and Standards Board. Yes _____ No ____ References (Please give the name, address, and phone number of three references not related to you) Name Address **Phone Number** Address Phone Number Name Name Address **Phone Number**

SECTION VI – ACKNOWLEDGEMENT, CONSENT & WAIVER

- 1. In applying for employment, I want the White County Sheriff's Department to be fully informed of my past and current activities. Accordingly, I hereby authorize the White County Sheriff's Department to investigate my background and to obtain any and all information which may concern me, including the information set forth in my application and sworn statement.
- 2. I hereby release all persons, including schools, companies, corporations, credit bureaus, branches of military service, and law enforcement agencies from any liability in furnishing such information.
- 3. I fully understand that any initial offer of employment is conditional upon completing and submitting an application for employment and providing a copy of my credit report, including my FICO score, at the time of applying for employment with the White County Sheriff's Department. Additionally, I may be required to submit to a psychological evaluation, a polygraph examination, and a medical examination, including a drug test, to which I consent, along with disclosure of any absolute disqualifying factors, such as the detection of certain illegal substances.
- 4. I fully understand that if employed, any misrepresentation of facts on this application or during the application process is sufficient reason for my immediate termination.
- 5. In addition to my authorization and release of information and entities set forth in paragraphs 1,2 and 3 above, I hereby authorize the White County Sheriff's Department to discuss the results of any pre-employment investigation with those persons who conduct the interview(s) and any investigation with those persons responsible for hiring.
- 6. I understand that nothing contained in this application, or in the granting or conducting of an interview, is intended to create a contract between White County Sheriff's Department and myself.

I hereby declare that the information provided by me in this application for employment is true, correct, and complete to the best of my knowledge. I understand that, if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal.

I authorize the White County Sheriff's Department to obtain information through contract with my former employers and references listed above. I am willing to undergo a comprehensive background investigation, including contact with all references, employers, co-workers, close personal associates, etc., and review of my driving record, credit history, criminal history and service in the military.

I HAVE READ THE ABOVE STATEMENT CAREFULLY AND I AGREE TO ABIDE BY ALL ITS TERMS.

| Signature: | Date: |
|---------------|----------------|
| Printed Name: | Date of Birth: |
| Witnessed by: | Date: |
| Printed Name: | |