



APPLICATION FOR EMPLOYMENT

Applicants may request reasonable accommodation in the application/interview process.

Please print in ink.

Name: _____
Last First Middle

Address: _____
Street City State Zip

Telephone: _____
Home Cell Other

Application Date: _____ Veteran: Yes No Branch Of Service: _____

PREFERENCES

Position(s) desired: _____ Full-Time Part-Time

What type of job are you looking for? _____

Types of work you will accept: _____

Shifts you will accept: day evening night rotating weekends on call - as needed

Date you are available to start: _____

CERTIFICATES AND LICENSES

Type: _____ License Number: _____ Issuing Agency: _____

Type: _____ License Number: _____ Issuing Agency: _____

EDUCATION

NAME OF SCHOOL OR COLLEGE	LOCATION CITY, STATE ZIP	SUBJECT DEGREE/MAJOR	SCHOLASTIC AVERAGE	DID YOU GRADUATE?
High school:				Yes <input type="checkbox"/> No <input type="checkbox"/> Year completed: <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 GED Obtained: Yes <input type="checkbox"/> No <input type="checkbox"/>
College:				Yes <input type="checkbox"/> No <input type="checkbox"/>
Other schools attended:				Yes <input type="checkbox"/> No <input type="checkbox"/>
Other (specify):				Yes <input type="checkbox"/> No <input type="checkbox"/>

PERSONAL DATA

Have you previously applied for a job with the Ashland County Sheriff? Yes No When? _____

Have you ever been employed by the Ashland County Sheriff? Yes No When? _____

Reason for leaving: _____

Are you related to anyone employed by the Ashland County Sheriff? Yes No

State name and relationship: _____

Do you have any time commitments that may interfere with your employment? Yes No

If yes, please explain: _____

Have you ever been employed by another public employer in Ohio? Yes No

If yes, provide place and dates of service: _____

Are you able to perform the essential functions of the job(s) for which you are applying with or without reasonable accommodation? (Should there be a question, please refer to the job description.) Yes No

If no, please explain: _____

Have you ever been dismissed from or asked to resign from any employment position? Yes No

If yes, please explain: _____

Driver's License: Yes No Number: _____ State _____ Class: _____

**You must possess a valid Ohio driver's license to be employed by this agency.* Please answer the following:

Has your driver's license been suspended or revoked within the last three (3) years? Yes No

Have you had any traffic violations in the past three (3) years? Yes No

If yes, please list:

Offense

Approximate Date/Year

_____	_____
_____	_____
_____	_____
_____	_____

If employed, why do you wish to leave your present employer? _____

May we contact your present employer for a reference? Yes No

Describe briefly the type of work which you are best qualified to do by reason of background, education, previous employment or training and tell why you feel qualified for the position(s) for which you are applying: _____

List professional organization memberships and offices held, excluding those which would indicate race, color, religion, sex, age, national origin, political affiliation, disability and/or ancestry: _____

EMPLOYMENT DATA

List all previous employment for the last ten years in chronological order, last position first, including U. S. Military. Attach additional pages if needed or resume if desired.

Employer:		Telephone:
Address:		Final salary:
Dates employed From: to:	Position held:	Supervisor:
Reason for leaving:		
Employer:		Telephone:
Address:		Final salary:
Dates employed From: to:	Position held:	Supervisor:
Reason for leaving:		
Employer:		Telephone:
Address:		Final salary:
Dates employed From: to:	Position held:	Supervisor:
Reason for leaving:		

PERSONAL REFERENCES

Other than former employers and relatives.

NAME	ADDRESS AND TELEPHONE	OCCUPATION
1.		
2.		
3.		

Applicants for employment with the Ashland County Sheriff are evaluated and selected on the basis of individual merit and ability with respect to the position being filled. Applicants are selected and hired without consideration of race, color, religion, sex, age, national origin, political affiliation, disability or ancestry. Applicants must submit a new application for consideration for a new position.

CERTIFICATION

I certify that all information contained in this application is true, complete and correct to the best of my knowledge. I understand that any material omission, misrepresentation or falsification of this information is grounds for dismissal from or refusal of employment. I hereby authorize the investigation of all statements contained in this application and give permission to contact all or any of my previous employers, references and/or schools for information unless otherwise noted in this document. I also give my consent to contact the Bureau of Motor Vehicles for a Moving Vehicle Violation Report if such information is required to perform the duties of the position. I indemnify and hold harmless all persons either providing or receiving information, verbal or written, pursuant to this application.

Applicant's signature

Date

All persons seeking employment with the agency as a law enforcement officer must:

1. Be a United States citizen;
2. Possess a valid Ohio Driver's License;
3. Have a high school diploma or GED; or
4. Successfully complete the minimum training required for licensure;
5. Never have been convicted of a *felony* or *misdemeanor involving moral turpitude* or is not currently under indictment for any criminal offense;
6. Never been convicted of any family violence offense;
7. Not be prohibited by state or federal law from operating a motor vehicle;
8. Not be prohibited by state or federal law from possessing firearms or ammunition;
9. Be subject to a thorough background investigation and personal interviews by Ashland County Sheriff's Office personnel;
10. Have never had a commission or peace officer license denied by final order or revoked;
11. Not be currently on suspension or have a voluntary surrender of an job-related license currently in effect;
12. Demonstrate honesty and integrity by successfully completing pre-employment CVSA (Certified Voice Stress Analyzer) and drug testing;
13. Demonstrate good general medical health as determined by a medical doctor, who is licensed by the Ohio State Board of Medical Examiners and physical performance testing. Applicant shall provide:
 - a. a copy of a physical within the last year,
 - b. have a physical and provide the report, or
 - c. (*as a last resort*) have a physical with our medical staff who will provide a report;
14. Be declared in satisfactory psychological and emotional health by the Ashland County Sheriff's Office psychiatrist who is licensed by the Ohio State Board of Medical Examiners or psychologist, who is licensed by the Ohio State Board of Examiners of Psychologists; and
15. Be fingerprinted and subjected to a search of local, state and national records and finger print files.
16. Must pass a background check.

FOR INTERNAL USE ONLY

Arrange interview: Yes No

Remarks: _____

Interviewer's signature

Date

Employed: Yes No

Job title: _____

Starting date: _____ Starting rate: _____