



# SPALDING COUNTY SHERIFF'S OFFICE

*Darrell Dix, Sheriff*

**Tony Thomason, Chief Deputy**

**Job Application for Position:** \_\_\_\_\_

*This application is not an offer or contract for employment. The completion of this application or any other instrument does not stand as an agreement or promise to hire you. Any statement to the contrary by any employee not in writing is void. All information written in this application will be used only to determine the suitability and qualifications of the applicant for employment reasons.*

**Last Name** \_\_\_\_\_ **First** \_\_\_\_\_ **Middle** \_\_\_\_\_

**Street Address** \_\_\_\_\_ **Apt #/Suite** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Date of Birth** \_\_\_\_\_ **Drivers License #** \_\_\_\_\_ **State** \_\_\_\_\_

**All States Licenses Have Been Held** \_\_\_\_\_

**Email** \_\_\_\_\_ **OKEY (LE ONLY)** \_\_\_\_\_

**All States You Have Lived (Can Abbreviate)** \_\_\_\_\_

**All LE Agencies You have been Employed With** \_\_\_\_\_

**Spalding County Sheriff's Office Employee Who Referred You:** \_\_\_\_\_

### OPTIONAL:

*This information is used to determine if our equal employment opportunity efforts are reaching all segments of the population, consistent with Federal equal employment opportunity laws. Responses to these questions are **voluntary**. No individual personnel selections are made based on this information. There will be no impact on your application if you choose not to answer any of these questions. Thank you for helping us to provide better service.*

1. How did you learn about this position? (Check One):

- Facebook
- Spalding County Website
- Indeed
- Google
- Employee of Spalding County SO
- Job Fair
- Training
- Other Agency
- School or College
- Flyer
- Other \_\_\_\_\_

2. Ethnicity (Check One):

- Hispanic or Latino
- Not Hispanic or Latino
- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- Other \_\_\_\_\_
- Prefer Not to Say

3. Sex (Check One):

- Male
- Female
- Other

## Please Bring the Following Documents

- Birth or Naturalization Certificate
- Certified High School or G.E.D. Certificate
- Social Security Card (Color Copy)
- Valid Georgia Driver's License (Color Copy)
- Valid Automobile Insurance Card (If Applicable)
- Certified Dispositions from Court of Jurisdiction for **ANY PRIOR ARRESTS**
- Legal Documents for all name changes (Marriage Certificate, Divorce Decree, Court Orders)
- Military Discharge Certificate & DD-214 (Long Form) *If Applicable*
- Active Military (Includes Active Guard or Reserves) Letter of Good Standing from your Commander *If Applicable*

*Please note that if you cannot make copies and/or do not know how to obtain any of these documents the Sheriff's Office will help you obtain them. Please turn in what you can with this application.*

## Automatic Disqualifiers

- **Convicted Felon**
- Convicted of any crimes of moral turpitude (ex. Sexual Assault, Prostitution, Pimping)
- One DUI conviction within the previous five (5) years
- One reckless driving conviction within the previous five (5) years.
- One license revocation, withdrawal or suspension within the previous five (5) years. (*See Below*)
- Two major convictions within the previous five (5) years, which include:
  - Failure to stop and/or report an accident.
  - Assault, manslaughter, or homicide arising out of use of a motor vehicle.
  - Driving without a valid license or while license is suspended or revoked (regardless of the reason).
  - Improper starting, speed contest, drag, or highway racing
  - Attempting to elude a police officer.
  - Possession of an open alcoholic beverage container or any illegal substance
  - Speeding 20 mph or more above the posted speed limit.
  - Speeding in excess of 80 mph.
  - Violation resulting in a chargeable accident.
- Three minor convictions within the previous three (3) years, which include:
  - Speeding less than 20 mph above the posted speed limit
  - Any other moving traffic violation

*A suspension for failure to pay child support or an insurance cancellation will not disqualify an applicant if the license is reinstated before the applicant is employed. A CDL disqualification will disqualify an applicant or employee only if (a) the person possessed a CDL at the time of the violation causing the CDL disqualification or (b) the period of disqualification is such that it would currently prevent an applicant or employee from obtaining a CDL at the time required by the County. An employee whose license is suspended for failure to pay child support or an insurance cancellation may not operate a County vehicle until the license is reinstated.*



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## CRIMINAL HISTORY & MOTOR VEHICLE RECORD INFORMATION CONSENT FORM

### All Applicants for Employment

I hereby give my consent for Spalding County Sheriff's Office to conduct a criminal history record check at any time prior to or during my employment. I understand that this consent is voluntary; however, I acknowledge that refusal to give this consent may have an adverse effect on my employment or continued employment.

I hereby give my consent for Spalding County Sheriff's Office to conduct a driver's license record check at any time prior to or during my employment. I understand that this consent is voluntary; however, I acknowledge that refusal to give this consent may have an adverse effect on my employment or continued employment.

### Special Notice to Applicants for Law Enforcement Positions

The passage of revisions to the Federal Omnibus Consolidation Appropriations Act of 1997 and its amendment to the Gun Control Act of 1968 makes it unlawful for any person convicted of a misdemeanor crime of domestic violence to ship, transport, possess, or receive firearms or ammunition, including law enforcement personnel. There are no provisions in this law for exemptions.

Last Name		First		Middle	
Street Address			Apartment / Unit#		
City	State		ZIP		
Sex	Race	Date of Birth	Social Security No.		
Driver's License #	State of Issue		Expiration Date		
List all other States in which you have lived.					
List all other states in which you have held a driver's license:					
Electronic Signature:			Date:		
By typing my name in the field above labeled "Electronic Signature" I am giving my consent electronically to the Spalding County Sheriff's Office to conduct a criminal history and driver's license check. This is for employment purposes only.					
<b>SHERIFF'S OFFICE WILL COMPLETE THIS SECTION</b>					
_____ Purpose Code E - College Internship					
_____ Purpose Code J - Employment with Criminal Justice Agency (non-sworn)					
_____ Purpose Code Z - Employment with Criminal Justice Agency (sworn)					