



CASSIA COUNTY SHERIFF'S OFFICE
Mini-cassia Criminal Justice Center
1415 Albion Ave, Burley ID 83318 Ph.208-878-1137

DETENTION DEPUTY APPLICATION PACKET

REQUIRED DOCUMENTS**

In order to be consider the person submitting this application for employment, the following personal documents are required and need to be included with this application.

- 1. Copy of birth certificate**
- 2. Copy of valid driver's license**
- 3. Copy of social security card**
- 4. Copy of high school diploma or G.E.D. certificate.**
- 5. Certified copy of high school or G.E.D. transcripts to be sent directly to the Mini-Cassia Criminal Justice Center
Attn: Lieutenant**
- 6. Certified copy of college transcripts to be sent directly to the Mini-Cassia Criminal Justice Center Attn: Lieutenant**
- 7. Copies of any law enforcement certificates and/or training completion**
- 8. Copy of military DD-214 long form (if applicable)**

**Applicants who wish to be considered must submit the above-mentioned documents, along with a fully completed application (including the attached waivers and personal history statement). Failure to do so may disqualify the applicant from consideration for employment at the Cassia County Sheriff's Office.

If unable to submit any of the above-mentioned documents please explain the reason here:

CASSIA COUNTY SHERIFF'S OFFICE HIRING STANDARDS

Applicants must conform to the following IDAPA Rules 11.11.01 sec. 055 of the Idaho Peace Officer Standards and Training Council (6-30-19):

INELIGIBILITY BASED UPON PAST CONDUCT.

An applicant shall be ineligible to attend a basic training academy and for certification under the following circumstances.

01. Criminal Conviction. An applicant is ineligible if he was convicted of:

- a. A felony, if the applicant was eighteen (18) years old or older at the time of conviction;
- b. A misdemeanor Driving Under the Influence offense(s) within two (2) years immediately preceding application, or two or more (2) misdemeanor Driving Under the Influence offenses within five (5) years immediately preceding application;
- c. A misdemeanor crime involving domestic violence, if the relevant law enforcement discipline requires the applicant to possess a firearm in the course of their duty, or if the conviction occurred within 5 years immediately preceding application;
- d. A misdemeanor crime of deceit, as defined in these rules, or a misdemeanor sex offense, if the conviction occurred within five (5) years immediately preceding application;
- e. A misdemeanor drug-related offense, if the conviction occurred within one (1) year immediately preceding application.

02. Driver's License. An applicant is ineligible if he does not possess a valid driving license from the applicant's state of residence and is unable to qualify for an Idaho driver's license, except for the following disciplines:

- a. Correction Officers; b. Emergency Communications Officers

03. Marijuana. An applicant is ineligible if he used marijuana, cannabis, hashish, hash oil, or THC in synthetic and natural forms, whether charged or not, if such use occurred:

- a. Within one (1) year immediately preceding application;
- b. While employed as a law enforcement officer, in a prosecutorial position, or in a position of public safety, regardless of when the use occurred.

04. Violations of Idaho Controlled Substances Act. An applicant is ineligible if he, while eighteen (18) years old or older, violated any provision of the Idaho Uniform Controlled Substances Act, Section 37-2701 et seq., Idaho Code, whether charged or not, that constitutes a felony, or of a comparable statute of another state or country, if the violation occurred:

- a. Within three (3) years immediately preceding application;
- b. While employed as a law enforcement officer, in a prosecutorial position, or in a position of public safety, regardless of when the illegal use occurred.

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05. Use of Prescription or Other Legally Obtainable Controlled Substance. An applicant is ineligible if he unlawfully used any prescription drug or a legally obtainable controlled substance within the past three (3) years, unless:

a. The applicant was under the age of eighteen (18) at the time of using the controlled substance; or

b. An immediate, pressing, or emergency medical circumstance existed to justify the use of a prescription controlled substance not specifically prescribed to the person.

06. Military Discharge. An applicant is ineligible if he received a “dismissal,” “bad conduct discharge” (BCD), “dishonorable discharge” (DD), or administrative discharge of other than honorable (OTH) from military service.

07. Decertification or Denial of Certification. An applicant is ineligible if he has been denied certification or his basic certificate has been revoked by the Council in this state or the responsible licensing agency in any other issuing jurisdiction, unless the denial or revocation has been rescinded by the Council or by the responsible licensing agency of the issuing jurisdiction.

ADDITIONAL CASSIA COUNTY SHERIFF’S STANDARDS

1. **NO** conviction of a felony as an adult. This policy considers as convictions withheld judgments, deferred prosecutions, and expunged records.
2. Applicant must pass a polygraph exam that includes drug use, criminal conduct and associations.
3. General misdemeanor convictions are reviewed on a case by case basis; however, **NO** convictions for domestic battery (includes any plea-bargained conviction associated with a domestic battery charge), child abuse, stalking, or voyeurism type of crimes. This policy considers as convictions withheld judgments, deferred prosecutions, and expunged records.
4. Any prior criminal probation must have already been successfully completed and the applicant released from probation for a minimum of 12 months prior to submitting an application.
5. **NO** active or pending felony or misdemeanor cases, or open investigations at the time of application.
6. **NO** dishonorable, bad conduct, or administrative discharge other than honorable from any U.S. military force.

DETENTION DEPUTY JOB OPENING ANNOUNCEMENT

The Cassia County Sheriff's Office is looking to fill an open position(s) for Detention Deputy at the Mini-Cassia Criminal Justice Center. The job of Detention Deputy requires contact with inmates, the ability to maintain safety and security within the jail, proficiency in computer skills, must have excellent people skills and be self-motivated. See job description for more information.

The starting wage is **\$19.47 per hour** (no previous experience). Upon completion of the Detention Academy and receiving level I certification the hourly wage increases to **\$20.05 per hour**. Detention deputies are scheduled to work 84 hours in a two week pay period.

Cassia County offers an excellent benefit package to include very affordable medical/dental insurance and PERSI Retirement.

Candidates must be at least 20 years of age.

Candidates will have to pass a criminal records check, a written examination, a background investigation, drug screen, pass the Idaho POST physical readiness test and complete a polygraph test.

Detention Deputies work 12 hour rotating shifts, including weekends and holidays.

New Detention Deputies are trained in all areas of the jail through the jail training program.

Detention Deputies are required to attend (at Cassia County expense) and successfully complete the Idaho POST Detention Academy in Meridian, Idaho within the first 12 months of employment. This is a 4 week academy.

*Minimum standards of the Idaho POST Physical Readiness Test are as follows:

- Vertical Jump: 14 inches
- Sit-ups (1 minute): 15 repetitions
- Push-ups (not timed): 21 repetitions
- 300 meter run: 77 seconds
- 1.5 mile run: 17 minutes 17 seconds

*Candidates who fail to meet any of the physical readiness test standards during testing will be disqualified from consideration and must wait a mandatory six months before being eligible to reapply.

This position will remain open until filled.
Please submit application and direct any questions to:

Lieutenant Dan Renz
Mini-Cassia Criminal Justice Center
1415 Albion Ave
Burley, ID 83318
Ph. 208-878-1137
Fax. 208-878-8550
drenz@cassiacounty.org.

DETENTION DEPUTY JOB DESCRIPTION

I. JOB SUMMARY:

Perform a variety of entry level law enforcement duties related to the security, safety, order, operating and maintenance of county jail facilities, including incarceration and detention of prisoners and delivery of food services.

NATURE AND SCOPE:

Works under the close supervision of the shift sergeant or ranking officer.

MINIMUM JOB PREREQUISITES AND SKILLS:

1. Graduation from high school plus successful completion of POST Academy training.
2. Knowledge of the detention practices, policies and procedures.
3. Knowledge of first aid techniques and procedures.
4. Ability to communicate effectively both verbally and in writing.
5. Ability to establish and maintain working relationships with inmates, the public and other departments.
6. Ability to restrain physically violent prisoners.
7. Ability to react quickly to novel situations under conditions of stress.
8. Good interpersonal communication skills.

ESSENTIAL JOB FUNCTIONS:

1. Possess a valid Idaho State Drivers License.
2. Position generally performed in a controlled environment, but subject to occasional travel.
3. Work rotating shifts, weekends, holidays; available for call out.
4. Certified as a Jail officer - POST Level 1.
5. Function in a high degree of hazard uncertainty.
6. Continuous use of motor skills; physical readiness and conditioning.
7. Emotional stability; discriminating thinking.

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SPECIFIC DUTIES:

1. Receive and safely keep all persons duly committed to the Mini-Cassia Criminal Justice Center.
2. File and preserve all commitment documents.
3. Keep continuous records of all inmates.
4. Maintain financial records of inmate funds.
5. Coordinate service of judicial correspondence, summons, or court notices.
6. Segregate inmates according to established classification.
7. Fingerprint and photograph inmates.
8. Fulfill all legitimate orders from supervisory personnel.
9. Log officer activity, inmate activity and all unusual occurrences.
10. Process inmate mail.

B - CONTROL

1. Prepare court list.
2. Answer telephone; give and receive information.
3. Relay information from courts, attorneys and police to appropriate staff member.
4. Monitor audio and video equipment within the control room.
5. Monitor door controls.
6. Receipt incoming inmate property.
7. Maintain key control of the facility.
8. Admit authorized visitors and supervise inmate visitation.
9. Maintain shift log.
10. Prepare jail records for filing.
11. Coordinate inmate activities.

C - BOOKING

1. Accept prisoners for booking.
2. Perform initial medical screening, injury or intoxication.
3. Place inmate property in storage and receipt property inventory.
4. Prepare in-custody inmate files.
5. Review and route intake medical information.
6. Review ISCI transports and commitments.
7. Fingerprint inmates.
8. Photograph inmates.
9. Advise inmate of charges filed and bond requirements.
10. Complete inmate classification.
11. Complete inmate medical screening.
12. Maintain security and order in jail.
13. Assist work release program.
14. Answer phone; give and receive information.

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D - FLOOR

1. Responsible for working directly with the inmate.
2. Answer inmate complaints; maintain security; provide necessary supplies.
3. Relay information between inmates and staff.
4. Supervise inmate recreation.
5. Supervise meals.
6. Report need for repair and maintenance in jail.
7. Pass out and receive inmate mail.
8. Conduct cell searches.
9. Perform tier checks of medical isolation and holding cells.
10. Make log entries.
11. Distribute and log inmate medications.

E - WORK RELEASE

1. Work with inmates assigned to the work release program.
2. Set up work hours and payment plan.
3. See that inmate has a job that qualifies them for the program.
4. Keep accurate accounting of all money transacted.
5. See that inmates follow rules and regulations of the work release program.
6. Report any violations of the program.

F - INMATE LABOR DETAIL (MCWORK)

1. Work directly with inmates assigned to the inmate labor program.
2. Schedule work for inmate.
3. Receive payments.
4. Keep accurate accounting of all money transacted.
5. Ensure that inmates follow rules and regulations of the inmate labor detail.
6. Report violations of the program.
7. Have a valid Idaho drivers license.
8. Be able to drive a motor vehicle.

G - ARMED ESCORT SERVICES

1. Maintain weapons qualifications
2. Escort restrained inmates to professional services.
3. Possess a valid Idaho drivers license.
4. Be able to drive a motor vehicle.
5. Be familiar and proficient with current restraint techniques.

APPLICATION FOR EMPLOYMENT

"CASSIA COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER"

"PRIDE IN PROFESSIONALISM"

Name _____
Last First Middle

Address _____
Number Street name Apt # if applicable

City State Zip Code

Day Phone # _____ After hours # _____

Social Security Number _____

Position applied for _____ Salary Required _____

Are you over the age of 18? Yes No

If applying for Detention Deputy are you over the age of 20? Yes No

Are you legally eligible for employment in the United States of America?

Yes No

If hired, can you provide proof of U.S. citizenship?

Yes No

**For positions requiring the operation of motor vehicles:

Do you have a valid driver's license? Yes No

Please give the license number and state issued

Type of license _____ State

_____ None

_____ Operator

_____ Commercial (Indicate what class)

Have you ever been convicted of a criminal offense? Yes No

(A conviction will not necessarily disqualify an applicant)

If yes, please explain _____

Do you have any immediate relatives working for the Cassia County Sheriff's Department? Yes No

If yes, please give the following:

Name _____ Relationship _____ Department _____

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Have you ever applied for a position with Cassia County before? Yes No
If yes, list what position(s) and approximate date(s):

EDUCATION AND TRAINING

Do you have a high school diploma or equivalent (GED) Yes No
Name and location of school awarding diploma or GED

School _____ Location _____

EDUCATION OR SPECIAL TRAINING AFTER HIGH SCHOOL

<u>NAME OF SCHOOL/LOCATION</u>	<u>MAJOR COURSE</u>	<u>CREDIT HOURS COMPLETED</u>	<u>TYPE OF DEGREE DATE RECEIVED</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Can you speak, read or write any foreign languages? Yes No
If yes, please list them _____

MILITARY EXPERIENCE

If you have been or are presently in the armed services, please indicate the following:
Branch _____ Date entered _____

Month/Year _____
Type of discharge _____ Date discharged _____
Month/Year _____

Are you claiming a veteran's preference? Yes No

Please indicate the highest rank or grade received _____

Basis for preference _____

PLEASE ATTACH ALL DISCHARGE PAPERWORK WITH THIS APPLICATION (DD-214, ETC)

PERSONAL REFERENCES

Personal references must be people not related to you who have known you for at least three years (Related shall mean any person related by blood or marriage who is a grandparent, parent, child, brother, or sister). During the course of the background investigation, persons who know you will be asked to comment on your suitability for the position for which you are applying. Inquiries will be confined to job-relevant matters.

<u>Name</u>	<u>Business/Personal Relationship</u>	<u>Phone Number</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

LAW ENFORCEMENT REFERENCES

List any law enforcement officers, judges or prosecutors that know you that can give you a reference. If you do not know any of the above, leave this blank.

_____	_____	_____
Name	Phone Number	Job Title
_____	_____	_____
Name	Phone Number	Job Title
_____	_____	_____
Name	Phone Number	Job Title
_____	_____	_____
Name	Phone Number	Job Title

PHYSICAL INFORMATION

Do you have any physical limitations that would preclude you from performing any work for which you are presently being considered?

Yes No

If yes, please explain: _____

What can be done to accommodate your limitations? _____

POLICE BACKGROUND

Please describe all work experiences or any other kind of experience, training, classes or any kind of qualification in police work _____

Have you ever been convicted, pled guilty, received a withheld judgment or was convicted of any felony or misdemeanor criminal charges involving dishonesty?

Yes

No

If yes, please state date and circumstances (use a piece of paper if necessary) _____

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EMPLOYMENT HISTORY

List the last ten years of work experience beginning with the most recent job.
Do not omit anything.

Name of employer		Position	
_____		_____	
Address	City	State	Zip code
_____	_____	_____	_____
Phone number	Name and title of Supervisor		
_____	_____		
_____		May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Dates employed (Start/End dates)			
_____		_____	
Was this job full or part time? _____		Yearly income \$ _____	
Reason(s) for leaving: _____			

Brief description of duties: _____			

.....

Name of employer		Position	
_____		_____	
Address	City	State	Zip code
_____	_____	_____	_____
()	_____		
Phone number	Name and title of supervisor		
_____	_____		
_____		May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Dates Employed (Start/End dates)			
_____		_____	
Was this employment full or part time? _____		Yearly income \$ _____	
Reason(s) for leaving _____			

Brief description of duties _____			

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Name of employer Position

Address City State Zip code

() _____

Phone number Name and title of Supervisor

Dates employed (Start/End dates) May we contact this employer? Yes No

Was this job full or part time? _____ Yearly income \$ _____

Reason(s) for leaving: _____

Brief description of duties: _____

Name of Employer Position

Address City State Zip code

Phone number Name and title of supervisor

Dates Employed (Start/End dates) May we contact this employer? Yes No

Was this employment full or part time? _____ Yearly income \$ _____

Reason(s) for leaving _____

Brief description of duties _____

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Name of employer _____ Position _____

Address _____ City _____ State _____ Zip code _____

Phone number _____ Name and title of Supervisor _____

_____ May we contact this employer? Yes No
Dates employed (Start/End dates) _____

Was this job full or part time? _____ Yearly income \$ _____

Reason(s) for leaving: _____

Brief description of duties: _____

Name of employer _____ Position _____

Address _____ City _____ State _____ Zip code _____

Phone number _____ Name and title of supervisor _____

_____ May we contact this employer? Yes No
Dates Employed (Start/End dates) _____

Was this employment full or part time? _____ Yearly income \$ _____

Reason(s) for leaving _____

Brief description of duties _____

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Name of employer _____ Position _____

Address _____ City _____ State _____ Zip code _____

Phone number _____ Name and title of Supervisor _____

_____ May we contact this employer? Yes No

Dates employed (Start/End dates) _____

Was this job full or part time? _____ Yearly income \$ _____

Reason(s) for leaving: _____

Brief description of duties: _____

Name of employer _____ Position _____

Address _____ City _____ State _____ Zip code _____

Phone number _____ Name and title of supervisor _____

_____ May we contact this employer? Yes No

Dates Employed (Start/End dates) _____

Was this employment full or part time? _____ Yearly income \$ _____

Reason(s) for leaving _____

Brief description of duties _____

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Please identify any periods of unemployment in the last 10 years and the reason for such unemployment: _____

List any comments or qualifying statements about your goals and objectives you think are important (Introduce yourself) _____

BACKGROUND CHECK RELEASE

I HEREBY authorize Cassia County to run a driver's license and background check in determining my eligibility for employment with Cassia County.

I HEREBY release Cassia County and their employees from any liability of any kind arising from the driver's license and background check.

Driver's License Number _____ State _____

Name _____ Date of Birth _____

Signature (Required)

Date

INSTRUCTIONS TO THE APPLICANT

The information you provide in this personal history statement will be used in the investigation into your background to assist in determining your suitability for employment with the Cassia County Sheriff’s Office. Please fill out the questionnaire completely and accurately.

Keep in mind that:

1. The completion of this form is mandatory.
2. All statements are subject to verification.
3. Deliberate inaccuracies or incomplete statements may bar or remove you from employment.
4. All time periods in your background must be accounted for.

It is to your advantage to respond openly and honestly. Any negative factor in your background will be evaluated in terms of the circumstances and facts surrounding its occurrence and its degree of relevance to the job for which you are applying. For example, being fired from a job or having an arrest record is not in itself grounds for disqualification. During the investigation, the investigator will inquire into the facts surrounding such an occurrence. An evaluation will then be made of the relevance of these facts to the requirements of the job.

The ***Americans With Disabilities Act*** prohibits employers from making medically-related inquiries prior to a conditional offer of employment. Therefore, if you are completing this personal history statement before you have received a conditional offer of employment, **do not** divulge information concerning physical or medical conditions, either past or present.

Please print in ink or type your responses for this questionnaire. If a question does not apply to you, write N/A (not applicable) in the space provided for your answer. If you need more space to respond to a question, use the reverse side of the page and identify the additional information by question number.

I have read the above instructions to the Applicant and agree to the terms herein described.

Signature of Applicant (Required)

Date

CASSIA COUNTY RELEASE OF INFORMATION WAIVER

I understand that I may be required to submit to a polygraph examination, fingerprinting, and physical ability testing (police candidates only) during the processing of my application. If an offer is made to me, I may be required to submit to drug screening and a polygraph examination for determining my suitability for employment or to resolve issues related to my employment. I, also, understand that any appointment tendered me will be contingent upon the results of a complete character and fitness investigation, and I am aware that willfully withholding information or making false statements on this application will be basis for dismissal from the Cassia County Sheriff's Office. I agree to these conditions and I hereby certify that all statements made by me on this application are true and correct, to the best of my knowledge.

I HEREBY AUTHORIZE THE CASSIA COUNTY SHERIFF'S OFFICE TO CONDUCT A COMPLETE INVESTIGATION OF MY PERSONAL AND FINANCIAL HISTORY, INCLUDING THE PERSONAL HISTORY QUESTIONNAIRE, AND HEREBY RELEASE ANY ORGANIZATION OR PERSON(S) WHO FURNISH INFORMATION FOR THE PURPOSE OF DETERMINING MY ELIGIBILITY FOR EMPLOYMENT. I AUTHORIZE MY FORMER EMPLOYERS AND REFERENCES LISTED HEREIN TO RELEASE ANY AND ALL INFORMATION TO THE CASSIA COUNTY SHERIFF'S OFFICE ABOUT WHICH THEY MAY INQUIRE ABOUT. I ALSO AUTHORIZE THE CASSIA COUNTY SHERIFF'S OFFICE TO OBTAIN ANY AND ALL DOCUMENTS RELATED TO MY CURRENT STATUS OF CERTIFICATION AS A LAW ENFORCEMENT OFFICER FROM THE PEACE OFFICERS STANDARDS AND TRAINING ACADEMY OR OTHER STATE AGENCY THAT CERTIFIES LAW ENFORCEMENT OFFICERS. I SUPPLY SUCH INFORMATION IN GOOD FAITH. I INDEMNIFY CASSIA COUNTY SHERIFF'S OFFICE AGAINST ANY LIABILITY THAT MIGHT RESULT FROM SUCH AN INVESTIGATION. I UNDERSTAND THAT THE INFORMATION WILL NOT BE RELEASED TO ANY PERSONS OR ORGANIZATIONS NOT DIRECTLY INVOLVED IN THIS PRE-EMPLOYMENT INVESTIGATION. IF I AM NOT EMPLOYED, THIS INFORMATION WILL NOT BE RELEASED TO ANYONE WITHOUT MY SPECIFIC WRITTEN AUTHORIZATION. I UNDERSTAND THAT I WILL NOT RECEIVE AND AM NOT ENTITLED TO KNOW THE CONTENTS OF CONFIDENTIAL REPORTS RECEIVED, AND I FURTHER UNDERSTAND THAT THESE REPORTS ARE PRIVILEGED.

This release is activated as of the date of signing this document. A photocopy or facsimile of this release is to be considered as valid as an original.

Signature of Applicant (Required)

Date

Witness Name and Signature (Required)

Date

PERSONAL HISTORY QUESTIONNAIRE

**ANY QUESTIONS ANSWERED WITH A "YES" MUST BE
EXPLAINED IN DETAIL. USE A SEPARATE
ADDENDUM, IF NECESSARY**

**All information contained in this document is confidential and
shall be reviewed by authorized personnel only.**

CONFIDENTIAL

PERSONAL HISTORY STATEMENT

ATTACH ADDITIONAL SHEETS, IF NECESSARY

- 1. Have you withheld information on your application about any places of prior employment? Yes No
- 2. Have you ever quit or been asked to resign from any job for alleged dishonesty? Yes No
- 3. Have you ever been accused of a dishonest act by an employer?
 Yes No
- 4. Have you ever been asked to resign from any job or faced dismissal for any reason? Yes No
- 5. Have you ever been in serious trouble on any of your jobs?
 Yes No
- 6. Have you ever had any serious problems getting along with supervisors or fellow workers? Yes No
- 7. Have you ever been counseled or disciplined by an employer for reporting late to work?
 Yes No
- 8. Have you ever been counseled or disciplined by an employer for poor work attendance? Yes No
- 9. Have you ever called in sick when you were not sick?
 Yes No
- 10. Have you ever used alcohol and/or drugs while you were working?
 Yes No
- 11. Have you ever stolen anything from an employer?
 Yes No

If the answer to any of questions 1-11 was **Yes**, please explain below and include **dates** when it happened_____

PERSONAL DECLARATIONS

1. Have you ever used a name other than the one(s) you have listed on your application? Yes No
2. Have you deliberately withheld or omitted any information from your application? Yes No
3. Have you ever given up your driver’s license for any reason?
 Yes No
4. Have you ever been involved in a hit and run accident?
 Yes No
5. Have you ever been involved in a serious traffic crash?
 Yes No
6. Have you ever been stopped, arrested or convicted for driving under the influence of alcohol and/or drugs or reckless driving?
 Yes No
7. Have you ever been convicted of a crime?
 Yes No
8. Have you ever knowingly caused the death of another person?
 Yes No
9. Have you ever committed a crime in which a gun was used?
 Yes No
10. Have you ever filed and/or been served with a civil protection order?
 Yes No
11. Have you ever physically abused a spouse or child?
 Yes No
12. Do you frequently gamble?
 Yes No

If you answered **Yes** to any of questions 1-12, please explain and include **dates** when it happened_____

DRUG USE

Have you ever used any of the following drugs? ("Used" is defined as: any intentional or unintentional trying, testing or experimenting which includes but is not limited to tasting, smoking, injecting, absorbing, sniffing or inhaling.) You must check "Yes" or "No" after each drug.

Marijuana Yes No Codeine (without prescription) Yes No
Hashish Yes No Hallucinogenic mushrooms Yes No
Valium Yes No Methamphetamine (crank) Yes No
Heroin Yes No Ephedrine (Cross tops) Yes No
Cocaine Yes No LSD Yes No
Steroids Yes No PCP Yes No

Any other hallucinogenic drugs? Yes No

Any unlawful use or abuse of prescription drugs? Yes No

Any other drugs including synthetic drugs? Yes No

Have you ever illegally sold a prescription medication?

1. Have you ever purchased any of the drugs mentioned?

Yes No

2. Have you ever sold or offered for sale any of the drugs mentioned?

Yes No

3. Have you ever transported any of the drugs mentioned?

Yes No

4. Have you ever manufactured or assisted in the manufacturing of any drugs?

Yes No

5. Has anyone ever told you that you drink too much?

Yes No

6. Have you ever suffered from an alcohol problem?

Yes No

7. Do you now or have you previously used alcoholic beverages?

Yes No If so, to what extent? _____

If you answered **Yes** to any of the drug use questions, please explain and include **dates** when it happened. (Attach addition sheet if necessary)_____

SEX CRIMES

1. Have you ever engaged in a sex act for money?
 Yes No
2. Have you ever forced any person to have sexual contact with you?
 Yes No
3. Have you ever had sexual contact with anyone who was mentally or physically helpless? Yes No
4. Have you ever had any sexual contact with anyone under 18 years old since you became an adult? Yes No
5. Have you ever been involved in any (other) illegal sexual activity?
 Yes No

If you answered **Yes** to any of questions 1-5, please explain and include **dates** when it happened_____

HONESTY

1. Have you ever stolen anything from anyone else?
 Yes No
2. Have you knowingly had any stolen property in your possession?
 Yes No
3. Have you ever helped anyone steal from an employer?
 Yes No
4. Have you ever knowingly sold or purchased any stolen property?
 Yes No
5. Have you ever lied to an employer, when, if you had told the truth, you could have been dismissed?
 Yes No
6. Have you ever knowingly helped anyone steal something that did not belong to them? Yes No

If you answered **Yes** to any questions 1-6, please explain and include **dates** when it happened: _____

SUMMARY

1. Have you deliberately falsified any of the answers you have given?
 Yes No
2. Have you withheld any information about an incident or condition which might open you to pressure or blackmail?
 Yes No

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3. In addition to what you have declared, are you aware of anything in your personal background that might compromise your ability to do the work of an employee of the Cassia County Sheriff's Department?

Yes No

4. Did you cheat, lie or misrepresent yourself in any way in seeking this position?

Yes No

5. Are you aware of any information not previously disclosed or discussed about yourself or any person with whom you are or have been closely associated, which may tend to reflect unfavorably on yourself?

Yes No

If you answered **Yes** to any of these questions, please explain below: _____

FINANCIAL INFORMATION

It is the position of the Cassia County Sheriff's Department that the management of personal finances is relevant to an individual's qualifications for any position within the department. The amount of indebtedness in itself will not be used in evaluating your qualifications, but rather your ability to meet your financial obligations. Be complete and accurate.

1. Your current monthly income \$ _____

2. Spouse's monthly income \$ _____

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3. Other monthly income (description) _____

4. Amount of other income \$ _____

5. Total monthly income \$ _____

6. Current monthly expenses:

A. Real estate (mortgage) payment \$ _____

Mortgage company: _____

B. Rent (if applicable) \$ _____

Landlord name, address and phone _____

C. Other monthly payments

Description	Payment (monthly)
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

D. Estimated monthly cost of living (utilities, gasoline, food, home and car maintenance, entertainment, etc) and any other obligations: _____

E. Total Monthly Expenditures \$ _____

7. Have you ever filed for or declared bankruptcy?

Yes No

If yes, what were the circumstances, where and when? _____

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8. Are you now or have you ever been late or behind on any payments?

Yes No

If yes, please explain: _____

9. Have you ever had any accounts turned over to a collection agency?

Yes No

If yes, when, why and firms involved: _____

_____ 10.

Have you ever had purchased goods repossessed? Yes No

If yes, when, the firms involved, circumstances: _____

11. Have you ever had your wages garnished? Yes No

If yes, when, where, why and by whom: _____

12. Are you now or have you ever been delinquent on income tax payments to state or federal agencies? Yes No

If yes, when, where and why: _____

DECLARATIONS

1. Do you advocate or are you a member of any organization, political or otherwise, that advocates the overthrow of the government of the United States or the State of Idaho by force or violence or other unlawful means? Yes No

If yes, give the name of the organization or party of which you are affiliated _____

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2. Have you ever been a member of any organization, political or otherwise, that advocate the overthrow of the government of the United States or the State of Idaho by force or violence? Yes No

If yes, please when and with which party: _____

3. Are you willing to take an oath to support the Constitution and laws of the United States and the Constitution and the laws of the State of Idaho? Yes No

Remarks: _____

AVAILABILITY OF APPLICANT

1. Have you previously submitted an application for employment with the Cassia County Sheriff's Department? Yes No

If yes, approximate date _____

2. Have you ever taken a polygraph examination? Yes No

If yes, Date _____ Administered by _____

City _____ State _____

3. What is the earliest date that you would be available for employment?

Date _____

DETENTION CANDIDATES ONLY

Answer the following questions if you are applying for the position of Detention Deputy:

1. Have you attended a Peace Officer Standards and Training Academy in Idaho or any other state? Yes No

If yes, complete the following: Date attended ____/____/____

State attended _____ Graduate Yes No

(Attach copy of certification)

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2. Are you currently a certified police officer in Idaho or any other state?

Yes No

3. If certified, what certification do you hold? _____

List total law enforcement training hours: _____

Are you currently working as a law enforcement officer in Idaho or any other state?

Yes No

4. If not currently a law enforcement officer, but you have been a law enforcement officer in the past, please explain below: _____

IF YOU ARE CURRENTLY, OR HAVE BEEN A LAW ENFORCEMENT OFFICER AT ANY TIME, COMPLETE THE FOLLOWING:

5. Have you ever used excessive force to arrest a violator? Yes No

6. Have you ever consumed alcohol and/or illegal drugs while on duty?

Yes No

7. Have you ever lied to a superior when confronted with anything that you felt you may be disciplined for? Yes No

8. Have you ever lied to a superior to keep a fellow officer from being disciplined? Yes No

9. Have you ever deliberately violated policy or procedures because you did not agree with them? Yes No

If Yes, please explain: _____

10. Have you ever used your position as a law enforcement officer for personal benefit? Yes No

11. Have you ever done anything, as a law enforcement officer, that would be considered unethical? Yes No

12. Have you ever committed perjury, either while testifying in court or on a sworn affidavit? Yes No

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13. Do you believe that you should do anything to arrest and convict a person up to fabricating reports, affidavits, etc.?

Yes No

Explain your answer: _____

IF YOU HAVE NEVER BEEN A LAW ENFORCEMENT OFFICER, ANSWER THE FOLLOWING QUESTIONS:

14. Could you use physical force to effect an arrest if it was necessary and approved by department policy?

Yes No

15. Could you use deadly force on another person if it was necessary and approved by department policy?

Yes No

16. Are there any duties you know of that are performed by a police officer that you think might be difficult for you to do?

Yes No

If yes, please explain: _____

SIGNATURE OF APPLICANT (Required)

DATE

**Submit Application to:
Mini-Cassia Criminal Justice Center
ATTN: Lieutenant
1415 Albion Ave
Burley, ID 83318**

