Personal History Statement

1. The Personal History Statement must be complete, signed and notarized.
2. It is the applicant’s responsibility to make sure those persons being listed as references know that they are being listed.
3. Please take time completing the Personal History Statement and review it completely before returning it.
4. Please attach a 4"x6" or smaller current photograph of yourself.
5. An incomplete, incorrect, or illegible application WILL NOT be considered for current employment opportunities.
6. Applications for FULL TIME employment MUST be turned into WorkForce.
7. Applications for PART TIME employment and/or the RESERVES MUST be turned into the Faulkner County Sheriff’s Office.

Minimum Qualifications for Employment

- At least 21 years of age for Deputy
- At least 18 years of age for Detention Officer, Dispatcher, and Office Staff
- High School Graduate or GED
- Never been convicted of a felony crime
- A United States Citizen
- Must pass a Psychological Profile Examination
- Must pass a Physical Examination
- Have a current, valid Arkansas Driver’s License
- Must pass a drug screen
- Will be subjected to an extensive background check

What position are you applying for?

Deputy____________________

Reserve Deputy_____________

Detention Officer___________

Dispatcher_________________

Office Staff_______________

Other____________________ List Position Name_________________
EQUAL OPPORTUNITY EMPLOYER
APPLICATION FOR FAULKNER COUNTY EMPLOYMENT

Last Name
First Name
Middle Name
Driver's License Number

Street Address (Include City, State and Zip Code)
Telephone Number (Include Area Code)

Are you at least 18 years of age?  Yes  No
Proof of age will be required upon employment.

Have you worked for a county or municipality before?  Yes  No
Where:  When:

Position/general work area for which you are applying:
Rate of pay expected:
Date you can start work:

Full Time
Part Time
Temporary

List friends/relatives employed by the County:

Why do you want to work for the county?

EDUCATION

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>NAME</th>
<th>LOCATION</th>
<th>COURSE</th>
<th>DEGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
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<td>College or</td>
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<tr>
<td>University</td>
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<td>Graduate Study</td>
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<td>Technical Study</td>
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<td>Institute</td>
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<td>Business School</td>
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<td>School</td>
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<tr>
<td>Other</td>
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</tbody>
</table>

If you have any special skills or qualifications that you want us to know about, please describe them here:

Are there any known workplace accommodations you would like for the country to consider at this time?  Yes  No
If yes, please explain:

U. S. MILITARY RECORD:

Have you ever served in the United States Armed Forces?  Yes  No
If yes, please give dates of service:  From  to  Branch:

Have you ever been convicted of a felony?  Yes  No
If yes, please explain:
**Employment Background**
Start with present or most recent job and work backwards. Omit Military Service. Please list each employer for the past **10 years**. Attach additional sheet if necessary.

<table>
<thead>
<tr>
<th>JOB</th>
<th>Firm Name:</th>
<th>Address:</th>
<th>Type of Business:</th>
<th>Employed From:</th>
<th>to</th>
<th>Annual Salary</th>
<th>Start</th>
<th>End</th>
<th>Phone #:</th>
<th>Job Title:</th>
<th>Describe your duties:</th>
<th>Immediate Supervisor:</th>
<th>May we contact?</th>
<th>Reason for Leaving:</th>
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</thead>
<tbody>
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<td>Yes</td>
<td>No</td>
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</tbody>
</table>

**PLEASE READ CAREFULLY BEFORE SIGNING THIS APPLICATION**
I authorize the county to investigate all statements in this application and to secure any necessary information from all my employers, references and academic institutions. I hereby release all those employers, references and academic institutions. I hereby release all those employers, references, academic institutions and the county from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications and my suitability for employment with the county. I understand that any false or misleading statements will be sufficient cause for rejection of my application if the county has not hired me and for immediate dismissal if the county has employed me. In the event of my employment with the county, I will comply with all official policies of the county set forth in any county policy manual or other communications distributed by the county.

__________________________                  ____________
Signature of Applicant                  Date