

# Preston County Civil Service Commission for Deputy Sheriffs

## Application for testing for the position of a Preston County West Virginia Deputy Sheriff

To all applicants:

Completion of this application registers you for the next provided written and physical examination only. You will be notified by mail when the next test is given. You are required to fill out an application each time a new test is announced, if you want to be re-tested. There are many requirements and steps between this application and consideration by the Sheriff for appointment as a Deputy Sheriff.

All requirements and criteria for eligibility are listed in the Preston County Civil Service Commission for Deputy Sheriffs Policy on Certification of Eligibles. This document is available to the public for viewing at the office of the County Clerk in the Courthouse on Main Street in Kingwood, West Virginia.

By completing and signing this application, you agree to an investigation into your personal, educational, and work/employment background along with a physical health examination. All questions asked in this application and any investigations and examinations into your background and/or health will be limited to issues pertaining to employment in the Preston County Sheriff's Office; the requirements for fulfilling the tasks defined in Title 149, Legislative Rule, Governor's Committee on Crime, Delinquency and Corrections, Series 2, Law Enforcement Training Standards, 149-2-7, Academy Entry Standards; and the state and federal requirements for possessing and carrying a firearm.

The completed application must be hand-delivered, mailed, or faxed to the County Clerk of Preston County. Mail to the County Clerk of Preston County 106 West Main Street Kingwood, WV 26537. Fax number for the Clerk is 304-329-0198. E-mailed applications will not be accepted, as a written signature is required.

### **PLEASE PRINT OR TYPE YOUR RESPONSES TO THIS APPLICATION.**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle (Full) \_\_\_\_\_  
Permanent Address \_\_\_\_\_  
Town/City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Social Security Number \_\_\_\_\_ Drivers License \_\_\_\_\_ State \_\_\_\_\_  
Date of Birth (Required by 7-14-8) \_\_\_\_\_ Telephone (Home) \_\_\_\_\_ Other Phone \_\_\_\_\_  
E-mail \_\_\_\_\_

*If there is another address where you receive mail, you may enter it below:*

Other Address \_\_\_\_\_  
Town/City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

How long at current address? \_\_\_\_\_ Years \_\_\_\_\_ months. Own/Rent \_\_\_\_\_  
(If less than 3 years, list previous address) \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Military Service Branch \_\_\_\_\_ Served from \_\_\_\_\_ (month/Yr) to \_\_\_\_\_ (Month/Yr)  
Specialized Military Training \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE: A bonus of (5) points on the written examination may be given to active duty veterans honorably discharged who have been deployed or were in support of a qualifying military campaign as established by the Preston County Civil Service Commission. . A DD-214 must be provided the day of the testing. Additionally, current certified law enforcement officers**

or those eligible for immediate Governors Committee certification approval as established by the Governors Committee on Crime, Delinquency and Correction, may also be given a bonus of (5) points. The bonus points will only be added to a passing score. Maximum of (5) points for one or the other can only be added. A passing score for the written examination is 70%. Applicants must also meet physical qualifications and medical requirements.

What is highest level of education you have completed?

- Elementary/High School (  Highest Grade Completed)                       High School Diploma
- High School Equivalency
- Years of Post-High School Education (Non-College or Technical)
- Years of College (No Degree)     Associate Degree
- Bachelors Degree ( \_\_\_\_\_ Field of Study)
- Years of Post Bachelors College ( \_\_\_\_\_ Field of Study)

Other specialized training or certifications: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Awards and Honors: \_\_\_\_\_  
 \_\_\_\_\_

Employment History (for last 10 years, starting with most recent)

<u>(m/Yr)</u>	<u>Company</u>	<u>Address</u>	<u>Job Title</u>	<u>Dates</u>

Volunteer Work. Please list any job-related organizations, clubs, professional societies, or other associations to which you belong.

<u>Organization</u>	<u>Jobs done &amp;/or Offices Held</u>	<u>Dates (M/Yr)</u>

Have you ever served as a Preston County Deputy Sheriff?  If so, effective date of resignation. \_\_\_\_\_  
 Did you resign at a time when there were no charges of misconduct or malfeasance pending against you? \_\_\_\_\_

- Have you ever been convicted of a felony?  Yes  No
- Within the last five (5) years, have you been convicted of any misdemeanors?  Yes  No
- Within the last five (5) years, have you been arrested or ticketed for any traffic violations?  Yes  No
- Are you on Probation or Parole for any violation?  Yes  No
- Are you prohibited from possessing or carrying a firearm for any reason?  Yes  No
- Are you addicted to any controlled substance or to alcohol?  Yes  No
- Do you have any criminal charges pending against you at this time?  Yes  No
- Have you ever been convicted of a criminal charge for domestic violence?  Yes  No
- Are you currently under a family protective order from any court?  Yes  No
- Are you physically and mentally competent to carry and use a firearm?  Yes  No
- Has any court declared you to be mentally incompetent?  Yes  No
- Do you have physical or mental condition or moral conviction, which would prevent  Yes  No

- Do you have physical or mental condition or moral conviction, which would prevent you from arresting persons? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from stopping & physically searching persons? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from operating a motor vehicle? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from physically touching, examining or searching a dead body? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from using physical force to restrain a person? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from using weapons to assist in restraining a person? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from catching a falling person? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from discharging a firearm at a person or animal in a deadly force situation? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from securing a firearm in your personal residence? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from performing first aid to a bleeding or severely injured person? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from talking to a person attempting suicide? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from placing children in protective custody? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have physical or mental condition or moral conviction, which would prevent you from conducting investigations of any and all crimes? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Do you have a certificate of training in the use of firearms? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Are you a member of any organization which advocates overthrowing the United States Government by violence means? \_\_\_\_\_ Yes \_\_\_\_\_ No

Personal References other than previous employers and relatives:

Name

Address

Phone

**Applicants Acknowledgement**

I certify answers given in this application are true and correct to the best of my knowledge. I authorize all necessary investigation into all statements I have made on this application in reaching an employment decision.

As a condition of my employment, I accept the principle that the welfare of the organization depends upon the conduct and honesty of its' employees and the trust and confidence of our customers and the public in general. The organization expects honesty, security, and confidentiality. I therefore agree to the following:

*In the event I am employed, I understand that any false or misleading information I knowingly provided in my application or interview(s) may result in discharge and/or legal action. I understand also that if employed, I am required to abide by all the rules and regulations of the employer and any special agreements reached by the employer and me.*

Signature of Applicant

Date

Application Form adopted by the Civil Service Commission on the 17<sup>th</sup> Day of May 2007, revised on the 12<sup>th</sup> day of April, 2010; Revised April 24, 2015.

