CLERMONT COUNTY SHERIFF'S OFFICE
Christopher E. Stratton, Sheriff
Service with Integrity

Application for Employment

CLERMONT COUNTY SHERIFF'S OFFICE IS AN EQUAL OPPORTUNITY EMPLOYER

Instructions

Thank you for your interest in employment with the Clermont County Sheriff's Office.

All questions must be answered completely and accurately. If a question does not apply to your particular circumstance, insert "NA" (Not Applicable) in the proper blank. You may upload additional sheets if more space is required for your answers. You may also upload a resume, however a resume is not required to apply for a position.

Please be advised that ALL information is subject to verification. The Ohio Revised Code (ORC) provides penalties for making false statements of a material fact or for practicing fraud or deception in obtaining or attempting to obtain employment. Such penalties include rejection for appointment, discharge after appointment, and/or prosecution under Ohio Revised Code Section 2921.13.

ALL APPLICANTS WILL BE NOTIFIED VIA EMAIL. MAKE SURE YOU LIST YOUR EMAIL ADDRESS CORRECTLY. APPLICANTS SHOULD CHECK THEIR EMAIL DAILY.

If you have any questions in reference to the application for employment, please call Captain Ryan Feilhauer at (513) 732-7506.

APPLICATION FOR EMPLOYMENT

CLERMONT COUNTY SHERIFF'S OFFICE IS AN EQUAL OPPORTUNITY EMPLOYER

Today's Date: **Driver's License #** _____

Last Name **First Name** **M.I.** **Social Security Number**

Present Address **City** **State** **Zip Code**

Home Phone Number **Alternate Phone Number** **Email Address**

How long have you lived at your present address? _____ **Yrs.** _____ **Mos.**

Are You a U.S. Citizen? **YES** ◯ **NO** ◯

Are You legally eligible for employment in the U.S.? **YES** ◯ **NO** ◯

Are You 21 Years of Age or older? **YES** ◯ **NO** ◯

POSITION APPLYING FOR: ☐ **Deputy Sheriff** ☐ **Correction Officer** ☐ **Clerical** ☐ **Maintenance**

Date Available to Start Work:

EDUCATION

Name of High School

High School Address **City** **State** **Zip Code**

Last Grade Completed **Dates** **Degree or Diploma**

Name of College/Trade School

College/Trade School Address **City** **State** **Zip Code**

Last Grade Completed **Course of Study** **Dates** **Degree or Diploma**

OPOTA Certification # or Graduation Date and School Name

Are you continuing your Education? YES ◯ NO ◯

If Yes, please indicate how

Military Service Branch **Dates** **Were you honorably discharged?**

List any foreign languages you can read, write or speak

List any special abilities (lip read, sign, ambidextrous, etc.)

Are you State/Federal Certified/Licensed in any Profession (M.D., Attorney, EMT, Fire Service, etc.)

EMPLOYMENT HISTORY

Please list all employment positions in the past 10 years beginning with your most recent. Account for ALL periods, including all unemployment or time not spent in school or military service. Upload additional pages as needed.

By submitting an application for employment, you are hereby consenting to the Clermont County Sheriff's Office contacting your current and/or former employers. If there is a particular employer(s) you do not wish to be contacted, please indicate which one(s) and explain.

1

Name of Employer

Address of Employer

Dates of Employment **Phone Number** **Supervisor Name and Title**

Job Title **Reason for Leaving**

Annual Salary

Full Time: ◯ **Part Time:** ◯

Describe the type of business and duties

2

Name of Employer

Address of Employer

Dates of Employment **Phone Number** **Supervisor Name and Title**

Job Title **Reason for Leaving**

Annual Salary

Full Time: ◯ **Part Time:** ◯

Describe the type of business and duties

3

Name of Employer

Address of Employer

Dates of Employment **Phone Number** **Supervisor Name and Title**

Job Title **Reason for Leaving**

Annual Salary

Full Time: ◯ **Part Time:** ◯

Describe the type of business and duties

4

Name of Employer

Address of Employer

Dates of Employment **Phone Number** **Supervisor Name and Title**

Job Title **Reason for Leaving**

Annual Salary

Full Time: ◯ **Part Time:** ◯

Describe the type of business and duties

5

Name of Employer

Address of Employer

Dates of Employment **Phone Number** **Supervisor Name and Title**

Job Title **Reason for Leaving**

Annual Salary

Full Time: ◯ **Part Time:** ◯

Describe the type of business and duties

6

Name of Employer

Address of Employer

Dates of Employment **Phone Number** **Supervisor Name and Title**

Job Title **Reason for Leaving**

Annual Salary

Full Time: ◯ **Part Time:** ◯

Describe the type of business and duties

Do you currently have a valid Ohio Driver's License? YES ◯ **NO** ◯

If NO, Explain:

The question below is to be completed by Deputy applicants only:
If hired, a segment of the training required involves mace being dabbed near your eye. Is there a medical or other reason(s) why you would not be able to participate in this training?

YES ◯ **NO** ◯

If YES, explain:

PRIOR APPLICATIONS

YES ◯ NO ◯ **Have you ever applied for a law enforcement position with the Clermont County Sheriff's Office or any other law enforcement agency in the U.S.? If YES, please list below:**

Date	Department	Position	Hired	If rejected, reason if known
			☐	
			☐	
			☐	
			☐	
			☐	

PERSONAL REFERENCES

Please list at least 5 individuals who can attest to your professional abilities, character, and work ethic. Do not include family members.

1

Name **Phone Number**

Address **City** **State/Zip**

Relationship

2

Name **Phone Number**

Address **City** **State/Zip**

Relationship

3

Name **Phone Number**

Address **City** **State/Zip**

Relationship

4

Name **Phone Number**

Address **City** **State/Zip**

Relationship

5

Name **Phone Number**

Address **City** **State/Zip**

Relationship

Has anyone from the Clermont County Sheriff's Office Referred you for this position?

YES ◯ **NO** ◯

If yes, who?

EEO Policy:
The Clermont County Sheriff's Office maintains a policy of non-discrimination for all employees and applicants in every facet of the county operations. In compliance with federal and state laws, the Clermont County Sheriff's Office hires, trains, and promotes all qualified employees without unlawful discrimination on the basis of race, color, sex, gender identity, sexual orientation, pregnancy, age, religion, citizenship, national origin, disability, or genetic information.

I understand, as a Public Office, the Clermont County Sheriff's Office must comply with the Ohio Public Records Law. Upon request, some documents contained in my Application Packet are subject to public disclosure.

I understand and agree that this application is not a contract and does not guarantee that I will be considered further in the hiring process or given an offer of employment. I understand that if I am selected to proceed further in the hiring process, I may be required to submit to a medical examination, drug/alcohol screen, honesty detection examination, psychiatric evaluation, written examination or other lawful pre-employment test or screening.

I also understand that as part of the selection process for employees, the Clermont County Sheriff's Office will conduct an investigation of me which may include, but is not limited, to checking my fingerprints and any previous criminal records with the Federal Bureau of Investigation, Ohio Bureau of Criminal Identification and Investigations and other law enforcement agencies. I also understand that this may include interviewing my family members including parents, spouse, former spouses, children, other relatives, as well as my associates, employers, former employers, acquaintances, neighbors, teachers or other officials of any educational institution I have attended. I further understand that the Clermont County Sheriff or his agents may obtain financial credit information pertaining to me as stipulated under the Federal Fair Credit Reporting Act.

By submitting this application, I certify that the information furnished in this application and any supporting documents is true and complete to the best of my knowledge and belief and I understand that any misrepresentation or omission of material fact on this or any other record submitted pertinent to employment will constitute grounds for immediate dismissal and could result in criminal charges.

Signature **Date of Signature**