

## Logan County Sheriff's Office Applicant Self-Screening Questionnaire

**Applicant Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This questionnaire is designed to give an applicant a realistic look at what work at the sheriff's office entails and some of the expectations we have of an employee, BEFORE the applicant selection process begins.

Carefully consider each question before submitting your application. All of the below statements are required aspects of working in law enforcement

If you have questions about these requirements, please contact sheriff's office administration before you submit your application. **This form must be submitted with your job application to be considered for employment.**

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Can you read, write and speak the English language so as to be easily understood?
<input type="checkbox"/>	<input type="checkbox"/>	The sheriff's office sometimes requires that you work overtime to meet minimum staffing requirements. Are you willing to work mandatory overtime assignments, as needed?
<input type="checkbox"/>	<input type="checkbox"/>	The sheriff's office operates 24 hours per day, 7 days per week, 365 days per year. You must be willing to work any shift within this period. This includes graveyard, weekends, and holidays. Are you willing to work the required schedule?
<input type="checkbox"/>	<input type="checkbox"/>	Law enforcement often requires that staff be "on-call" and be available to respond to work at any time. Are you willing to be on-call during your off-duty time and available to respond to work within a short period of time?
<input type="checkbox"/>	<input type="checkbox"/>	The sheriff's office sometimes has extra overtime available on your regular days off that you may work on a voluntary basis. Are you willing to work extra overtime to assist with scheduling?
<input type="checkbox"/>	<input type="checkbox"/>	In the event of a local critical event, or larger scale situations such as a disaster or terrorist attack, you may need to work extra hours on an emergency basis. Are you willing to work lengthy periods in the event of an emergency?
<input type="checkbox"/>	<input type="checkbox"/>	Both the Detention Training Programs (Jail) and Field Training Programs (Patrol) are rigorous and may last several months. During this training program, your shift may be changed to accommodate training. Are you willing to have your shift moved to accommodate training?
<input type="checkbox"/>	<input type="checkbox"/>	Sheriff's office command staff has the right to change your shift at any time to meet staffing needs. This means that your assigned shift might change at any time. Are you willing to change shifts if needed to meet staffing needs?

YES NO

		Law enforcement staff are often exposed to many unpleasant experiences, including but not limited to; profanity, vulgarity, nudity, lewd acts, threats of harm to yourself and family, communicable diseases and acts of physical violence against yourself and others. Are you willing to work an environment where you would be exposed to these situations?
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		Law enforcement officers often work in hazardous environments, including but not limited to; low light and darkness, extreme weather and temperature changes, long-term exposure to the elements, exposure to hazardous materials and body fluids, such as blood, vomit, urine and feces. Are you willing to work in an environment where you are exposed to such risks?
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		Law enforcement officers often face disturbing situations involving traumatic injuries, violence, and death to include: accidents, suicide, child abuse and neglect, rape and sexual assault, dismemberment, human and animal suffering, murder and other forms of death. Are you willing to work in an environment where you face those situations?
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		The justifiable taking of human life is always a reality that a law enforcement officer must face. I could justifiably take another person's life without moral or ethical obstacles.
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		Law enforcement is a demanding and stressful occupation. Officers are at increased risk of divorce, alcohol and drug abuse, domestic violence and suicide. I understand that a law enforcement career can have a profound impact on myself, as well as personal and family relationships.
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		Law enforcement is a dangerous job. There are risks of injury or death from accident, fall, drowning, exposure to toxic substances, as well as physical assault and intentional murder. I acknowledge and accept the risks that come with the job.
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		I am able to record information quickly and accurately.
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		I am able to think clearly in emergency situations.
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		I am able to deal with difficult people in a courteous and professional manner.
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		I am able to handle stressful situations in a calm and rational manner.
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		I am able to remember important details.
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		I am able to concentrate and work in an often noisy and chaotic environment.
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		I am able to be empathetic to people in crisis.
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		I am honest and can handle tough situations with integrity.
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YES NO

		I am able to admit my mistakes and correct them, if able.
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		I am willing and able to accept constructive criticism on a regular basis from my peers and supervisors without taking it personally.
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		I understand that in emergencies and other active situations that I may not be able to leave my duty assignment for long periods of time.
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		I am able to learn large amounts of information in a short period of time. I understand that if I am unable to perform all aspects of the job within my probationary period, that I may be released from employment.
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		I understand that I must be able to obtain all certifications as required by state law or agency policy during my training period, or I may be released from employment.
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		2017 Beginning salary for POST - certified Deputy Sheriffs is \$18.9244 / Hour (\$42,068.94 Annually) Beginning Salary for non - POST certified Detention Officers is \$15.1918 / Hour (\$33,771.37 Annually. These may be adjusted upward based on prior experience. I understand this is what my initial salary would be.
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		Salary increases are based on budgets approved by the Board of County Commissioners. There may be years where there are NO or nominal salary increases depending on the annual budget. I understand salary increases are not always expected or implied.
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		County salary policies for sworn Deputy Sheriffs and Detention Officers are dictated by federal rules and regulations. Even though Logan County employees are paid bi-weekly, as a Public Safety employee, your pay period is 171 hours. Therefore, overtime pay is not to be expected until the employee has worked at least 171 hours within a specified pay period. I understand that not all hours worked above a regular work week or bi - weekly pay period are compensable for overtime pay.
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		Sheriff's office staff fall under county pay and benefits. Currently the county offers certain benefits to the employee, however there are no family insurance benefits provided by the county. The cost of family insurance benefits are the employees' responsibility to pay for. I understand that if employee benefit packages are of concern to me, that I alone have responsibility to determine what those benefits are before proceeding with the application process.
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		Per county policy, you will accrue 7.5 hrs of PTO leave bi-weekly. However, any abuses of leave (patterns of taking leave during a weekend, on the first or last days of your work week, etc) will be grounds for termination of employment. I understand abuse of leave will be grounds for termination.
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YES NO

		And finally, law enforcement is a calling that not everyone is meant for. I acknowledge that I understand the unique challenges of this profession, that I am of sound mind and body, and if selected for a position with the Logan County Sheriff's Office, that I will act with the utmost integrity, character and honor for the people that I serve.
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If you answered "No" to any of these questions, a law enforcement career may not be an appropriate career for you. If you answered no, please re-consider applying until you are ready to commit to a challenging, but rewarding, career

If you have answered yes to all of these questions, then please complete the initial written screening examination and GOOD LUCK!

My signature below indicates I have answered all of the above questions truthfully and I am able to participate in further applicant screening and selection processes.

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**SIGNATURE OF APPLICANT**

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**DATE**