



**Mike Tregre**  
**SHERIFF**

\* 1801 W. Airline Hwy. \* LaPlace, LA 70068 \*

**Name:**

*Last*

*First*

*Middle*

**IN GENERAL**

DATE OF APPLICATION:

POSITION APPLYING FOR:

- DEPUTY SHERIFF                       COMMUNICATIONS EQUIPMENT OPERATOR                       CORRECTIONS OFFICER
- RESERVE DEPUTY                       SCHOOL GUARD                       CLERICAL / SECRETARIAL
- OTHER (Please Specify): \_\_\_\_\_

I CAN PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB(S) FOR WHICH I AM APPLYING  WITH  
REASONABLE ACCOMMODATION(S). IF REASONABLE ACCOMMODATION IS NECESSARY, PLEASE SPECIFY:  WITHOUT

**PERSONAL INFORMATION**

LAST NAME:	FIRST NAME:	MIDDLE NAME:	SUFFIX:
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NICKNAMES OR OTHER NAMES I HAVE USED OR AM KNOWN BY: (i.e. Maiden, Change of Name, Nicknames, Alias, etc.)

HEIGHT:	WEIGHT:	DATE OF BIRTH:
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BIRTHPLACE:	HAIR COLOR:	EYE COLOR:	SEX:
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PHYSICAL ADDRESS (Street / City / State / Zip):

MAILING ADDRESS (Street / P.O. Box / City / State / Zip):  SAME AS ABOVE

HOME TELEPHONE NO.:  DRIVER'S LICENSE: STATE:                      NUMBER:  SOCIAL SECURITY NO.:	OTHER TELEPHONE NOS.:  WORK: _____ PAGER: _____ MOBILE: _____ OTHER: _____
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I  AM                      A CITIZEN OF THE UNITED STATES.                      \* IF APPLICABLE, PLEASE SPECIFY THE COUNTRY OF YOUR  
 AM NOT  
CITIZENSHIP: \_\_\_\_\_

I  CAN                      SUBMIT VERIFICATION OF MY LEGAL RIGHT TO WORK IN THE UNITED STATES.  
 CAN NOT

## Application for Employment St. John the Baptist Parish Sheriff's Office

We are an equal opportunity employer

We do not discriminate based on handicap status

Name (Last, First, Middle)	Position Applied For	Application Date

Current Address
Street and Apt# _____ _____
City, State, Zip _____
How Long have you lived there? _____

Contact Information
Home Phone # _____
Cell Phone # _____
Other Phone # _____
E-mail Address _____

Are you a US Citizen? \_\_\_\_\_ How did you hear about our employment opportunities: \_\_\_\_\_

**Please answer the following questions. If you answer yes, please explain in the space provide (include dates)**

Do you or your spouse have any criminal or civil proceedings pending against you?	Y ( ) N ( )	
Have you ever received a traffic citation or been involved in a traffic accident?	Y ( ) N ( )	
Have you ever been arrested, charged with, plead guilty or been convicted of a felony?	Y ( ) N ( )	
Have you ever been arrested, charged with, plead guilty or been convicted of a misdemeanor?	Y ( ) N ( )	
If employed by this agency, do you anticipate any income outside of your salary?	Y ( ) N ( )	
As a law enforcement officer, if it became necessary for you take a human life, would any religious or personal beliefs make you reluctant to do so?	Y ( ) N ( )	

I	<input type="checkbox"/> AM <input type="checkbox"/> AM NOT	REGISTERED FOR THE SELECTIVE SERVICE.
I	<input type="checkbox"/> AM <input type="checkbox"/> AM NOT	REGISTERED VOTER OF _____ PARISH.
MY CREDIT HISORY <input type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN CONSIDERD SATISFACTORY IN THE PAST & I <input type="checkbox"/> HAVE <input type="checkbox"/> HAVE NOT BEEN REFUSED REASONABLE CREDIT.		
I	<input type="checkbox"/> DO <input type="checkbox"/> DO NOT	HAVE RELIABLE TRANSPORTATION TO WORK
EMPLOYMENT WITH THE ST. JOHN THE BAPTIST PARISH SHERIFF'S OFFICE ENTAILS WORKING 8 HOUR AND/OR 12 HOUR SHIFTS. WORKING OVERTIME, AND WORKING ON HOLIDAYS, WEEKENDS, AND AT NIGHT. PLEASE EXPLAIN ANY RESTRICTIONS ON YOUR ABILITY TO WORK THESE HOURS AND SCHEDULES & CONDITIONS. AND DURING PERIODS OF EMERGENCY YOU WILL BE UNABLE TO EVACUATE WITH YOUR FAMILY.		
WHAT ARE YOUR CAREER GOALS AND OBJECTIVES?		
I AM AVAILABLE TO BEGIN WORK ON:		MY DESIRED ANNUAL SALARY IS:

### TRAINING AND EDUCATION

NAME OF LAST HIGH SCHOOL ATTENDED:	LOCATION OF HIGH SCHOOL:
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I RECEIVED A <input type="checkbox"/> DIPLOMA <input type="checkbox"/> GED FROM: _____	IF NEITHER, HIGHEST GRADE COMPLETED:
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#### PROFESSIONAL / BUSINESS / TECHNICAL INSTITUTES & COLLEGES / UNIVERSITIES ATTENDED

NAME OF INSTITUTION AND LOCATION	DATES ATTENDED (Month / Year)	GRADUATE (Yes or No)	TYPE OF DEGREE EARNED	TITLE OF PROGRAM OR FIELD OF STUDY
	From: / To: /	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	From: / To: /	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	From: / To: /	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	From: / To: /	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	From: / To: /	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	From: / To: /	<input type="checkbox"/> YES <input type="checkbox"/> NO		

#### PROFESSIONAL LICENSES / CERTIFICATIONS

TYPE OF LICENSE / CERTIFICATION	DATE ORIGINALLY LICENSED / CERTIFIED	EXPIRATION DATE	NAME OF LICENSING/CERTIFYING AUTHORITY

## WORK / EMPLOYMENT HISTORY

*PLEASE LIST POSITIONS, STARTING WITH YOUR MOST RECENT EMPLOYMENT AND ENDING WITH YOUR FIRST FULL-TIME, PERMANENT EMPLOYMENT.*

EMPLOYER / COMPANY NAME:

ADDRESS:

TELEPHONE:

KIND OF BUSINESS:

JOB TITLE / POSITION:

EMPLOYED FROM:

TO:

MONTH & YEAR

MONTH & YEAR

SUPERVISOR:

SUPERVISOR'S TITLE:

BEGINNING ANNUAL SALARY:

ENDING ANNUAL SALARY:

REASON FOR LEAVING:

**DUTIES: PLEASE LIST THE MAJOR DUTIES AND GIVE AN APPROXIMATE PERCENTAGE OF TIME SPENT ON EACH DUTY.**

PERCENT OF TIME	MAJOR DUTIES

**AWARDS / COMMENDATIONS: PLEASE LIST ANY AWARDS, COMMENDATIONS, AND/OR PROMOTIONS RECEIVED IN THE PERFORMANCE OF YOUR JOB DUTIES.**

DATE	DESCRIPTION OF AWARD / COMMENDATION / PROMOTION

**PLEASE LIST ANY DISCIPLINARY ACTION TAKEN AGAINST YOU BY THIS EMPLOYER, AND EXPLAIN THE NATURE AND EXTENT OF THE ACTION TAKEN.**


## WORK / EMPLOYMENT HISTORY

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EMPLOYER / COMPANY NAME:

ADDRESS:

TELEPHONE:

KIND OF BUSINESS:

JOB TITLE / POSITION:

EMPLOYED FROM:

TO:

MONTH & YEAR

MONTH & YEAR

SUPERVISOR:

SUPERVISOR'S TITLE:

BEGINNING ANNUAL SALARY:

ENDING ANNUAL SALARY:

REASON FOR LEAVING:

**DUTIES:** PLEASE LIST THE MAJOR DUTIES AND GIVE AN APPROXIMATE PERCENTAGE OF TIME SPENT ON EACH DUTY.

PERCENT OF TIME	MAJOR DUTIES

**AWARDS / COMMENDATIONS:** PLEASE LIST ANY AWARDS, COMMENDATIONS, AND/OR PROMOTIONS RECEIVED IN THE PERFORMANCE OF YOUR JOB DUTIES.

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PLEASE LIST ANY DISCIPLINARY ACTION TAKEN AGAINST YOU BY THIS EMPLOYER, AND EXPLAIN THE NATURE AND EXTENT OF THE ACTION TAKEN.


I AM PROFICIENT IN THE USE AND OPERATION OF THE FOLLOWING COMPUTER SOFTWARE:

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I SPEAK THE FOLLOWING FOREIGN LANGUAGES:

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I AM PROFICIENT IN THE FOLLOWING AREAS:

<input type="checkbox"/> AVIATION	<input type="checkbox"/> BUSINESS MACHINES	<input type="checkbox"/> ACCOUNTING	<input type="checkbox"/> ARTWORK	<input type="checkbox"/> AUTOMOTIVE
<input type="checkbox"/> CONSTRUCTION	<input type="checkbox"/> FIREARMS	<input type="checkbox"/> COMMUNICATIONS / ELECTRONICS	<input type="checkbox"/> LEGAL	<input type="checkbox"/> COMPUTER SCIENCE
<input type="checkbox"/> MUSIC	<input type="checkbox"/> PHOTOGRAPHY	<input type="checkbox"/> OTHER(S) Please Specify: _____		

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PLEASE LIST ANY JOB-RELATED ORGANIZATIONS, CLUBS, PROFESSIONAL AFFILIATIONS, SOCIETIES, OR OTHER ASSOCIATIONS TO WHICH YOU BELONG:

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**MILITARY BACKGROUND**

I  AM A VETERAN OF THE  ARMY  NAVY  AIR FORCE  MARINES  COAST GUARD  
 AM NOT

I SERVED FROM FROM \_\_\_\_\_ / \_\_\_\_\_ TO \_\_\_\_\_ / \_\_\_\_\_  
MONTH YEAR MONTH YEAR

AND RECEIVED AN  HONORABLE  DISHONORABLE  OTHER DISCHARGE.

IF YOUR DISCHARGE WAS OTHER THAN HONORABLE, PLEASE EXPLAIN:

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I  AM A MILITARY RESERVIST OF THE  ARMY  NAVY  AIR FORCE  MARINES  COAST GUARD  
 AM NOT

WHAT EXPERIENCE, SPECIAL TRAINING OR EDUCATION, AND SPECIAL RECOGNITION(S) DID YOU RECEIVE WHILE IN THE MILITARY?

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**REFERENCES**

**PLEASE LIST THREE (3) REFERENCES OTHER THAN FAMILY MEMBERS.**

NAME:	TELEPHONE:
MAILING ADDRESS: <small>(Street/P.O. Box/City/State/Zip)</small>	
NATURE OF RELATIONSHIP:	LENGTH OF TIME KNOWN:
NAME:	TELEPHONE:
MAILING ADDRESS: <small>(Street/P.O. Box/City/State/Zip)</small>	
NATURE OF RELATIONSHIP:	LENGTH OF TIME KNOWN:
NAME:	TELEPHONE:
MAILING ADDRESS: <small>(Street/P.O. Box/City/State/Zip)</small>	
NATURE OF RELATIONSHIP:	LENGTH OF TIME KNOWN:

## MISCELLANEOUS

THE INFORMATION PROVIDED IN THIS SECTION WILL NOT NECESSARILY DISQUALIFY YOU FROM BEING CONSIDERED FOR EMPLOYMENT WITH THE [REDACTED] PARISH SHERIFF'S OFFICE. FAILURE TO DISCLOSE ALL REQUESTED INFORMATION OR PROVIDING FALSE INFORMATION WILL, HOWEVER, RESULT IN THE IRREVERSIBLE DISQUALIFICATION OF YOUR APPLICATION FOR EMPLOYMENT. COMPLETE AND HONEST RESPONSES TO THE FOLLOWING QUESTIONS ARE, THEREFORE, ABSOLUTELY ESSENTIAL.

|  HAVE RECEIVED A TRAFFIC VIOLATION(S) DURING THE PAST FIVE (5) YEARS.  
 HAVE NOT

IF APPLICABLE, PLEASE LIST THE VIOLATIONS RECEIVED BELOW:

VIOLATION: \_\_\_\_\_ DATE: \_\_\_\_\_ CITY/STATE: \_\_\_\_\_

VIOLATION: \_\_\_\_\_ DATE: \_\_\_\_\_ CITY/STATE: \_\_\_\_\_

VIOLATION: \_\_\_\_\_ DATE: \_\_\_\_\_ CITY/STATE: \_\_\_\_\_

**ARRESTS.** |  HAVE BEEN ARRESTED.  
 HAVE NEVER

IF APPLICABLE, PLEASE STATE THE YEAR THE ARREST OCCURRED, THE ARRESTING AGENCY, AND EXPLAIN THE SPECIFICS OF THE ARREST IN THE EXPLANATION STATEMENT BELOW. *(Please include any and all arrest information including charges for which you were either not prosecuted or acquitted and/or charges which have been expunged.)*

**CONVICTIONS.** |  HAVE BEEN CONVICTED OF A CRIME(S).  
 HAVE NEVER

IF APPLICABLE, PLEASE STATE THE YEAR THE CONVICTION(S) OCCURRED, THE CONVICTING JURISDICTION, THE LOCATION(S), THE DISPOSITION(S), AND EXPLAIN THE SPECIFICS OF THE CONVICTION(S) IN THE EXPLANATION STATEMENT BELOW. *(Please also include any and all information on convictions which have been expunged).*

### DRUGS.

|  HAVE ILLEGALLY USED DRUGS IN THE LAST FIVE (5) YEARS; AND |  HAVE SOLD OR DISTRIBUTED ILLEGAL DRUGS.  
 HAVE NOT  HAVE NEVER

IF YOU HAVE EITHER ILLEGALLY USED DRUGS IN THE LAST FIVE YEARS AND/OR SOLD OR DISTRIBUTED ILLEGAL DRUGS, PLEASE EXPLAIN IN THE EXPLANATION STATEMENT BELOW.

**ALCOHOL.** I WOULD CHARACTERIZE MY ALCOHOL CONSUMPTION AS FOLLOWS:

DO NOT DRINK ALCOHOL     OCCASIONAL DRINKER     SOCIAL DRINKER     OTHER

IF YOU CHECKED "OTHER", PLEASE EXPLAIN IN THE EXPLANATION STATEMENT BELOW.

**STRESS.** |  CAN ADEQUATELY FUNCTION IN HIGH STRESS SITUATIONS.  
 CAN NOT

IF YOU CHECKED "CAN NOT", PLEASE EXPLAIN IN THE EXPLANATION STATEMENT BELOW.

### EXPLANATION STATEMENT.

IT IS AGAINST OFFICE POLICY FOR INDIVIDUALS WHO HAVE ANY ECONOMIC OR FAMILY RELATIONSHIPS TO SUPERVISE THE OTHER OR WORK IN POSITIONS WHICH HAVE AN AUDIT OR CONTROL FUNCTION OVER THE OTHER. ECONOMIC RELATIONSHIPS INCLUDE ROOMMATES, LANDLORD/TENANT, CREDITOR/DEBTOR, AND THE LIKE. FAMILY RELATIONSHIPS INCLUDE MARRIAGE, PARENTS, SIBLINGS, IN-LAWS, AUNTS, UNCLES, AND STEP-RELATIVES.

|  DO HAVE ANY RELATIVES, EITHER FAMILY OR ECONOMIC, ALREADY EMPLOYED WITH THE SHERIFF'S OFFICE.  
 DO NOT

IF APPLICABLE, PLEASE GIVE NAMES AND POSITIONS HELD:

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

NAME: \_\_\_\_\_ POSITION: \_\_\_\_\_ RELATIONSHIP: \_\_\_\_\_

### NAMES, ADDRESSES, AND TELEPHONE NUMBERS OF TWO (2) PERSONS TO BE NOTIFIED IN THE CASE OF ACCIDENT OR EMERGENCY.

NAME: _____	NAME: _____
ADDRESS: _____	ADDRESS: _____
RELATIONSHIP: _____	RELATIONSHIP: _____
TELEPHONE: HOME: _____ WORK: _____	TELEPHONE: _____



**CERTIFICATION,  
ACKNOWLEDGEMENT OF CONDITIONS FOR EMPLOYMENT  
AND AUTHORITY TO RELEASE INFORMATION**

The St. John the Baptist Sheriff's Office recruits, trains, and promotes all persons without regard to race, color, sex, religion, national origin, marital and familial status, political belief, and physical and mental disability, except in those instances where physical and mental abilities are a bona fide occupational qualification, and accommodation would constitute an undue hardship to the Sheriff's Office. It is further the policy of the Sheriff's Office to base all decisions on employment so as to further equal employment opportunity.

I am applying to Sheriff Michael Tregre and the St. John the Baptist Sheriff's Office for employment. To determine my eligibility for employment and for security clearance purposes, I hereby authorize and request that solicited entities or individuals furnish to the St. John the Baptist Sheriff's Office any and all information, whether written or non-written, including opinions, that these entities and/or individuals may have or acquire concerning information given on this application form, as well as information regarding my character, reputation, and suitability for employment.

I hereby release, hold harmless, and indemnify from any and all liability Sheriff Michael Tregre, the St. John the Baptist Sheriff's Office, employees of the St. John the Baptist Sheriff's Office, and the individuals, agencies, and/or entities who receive and supply information as noted above.

I certify that all statements made on this employment application are true and complete to the best of my knowledge. I understand that information on this application will be subject to investigation and verification, and that any misrepresentation or material omission may cause my application to be delayed, rejected, disqualified, and/or subject me to dismissal from employment from the St. John the Baptist Sheriff's Office.

I understand that nothing in this application or in the granting of an interview creates a contract between the St. John the Baptist Sheriff's Office and myself for either employment or for providing any benefits. No promises have been made to me, and I understand that no such promise or guarantee is binding upon the Sheriff's Office unless made in writing by the Sheriff of St. John the Baptist Sheriff's Office, and sign by me. If an employment relationship is established, I acknowledge that I will be required to submit to, and successfully complete a drug test, in depth criminal records check, financial background investigation, and a thorough physical examination including a medical history check to determine if I can perform the essential functions of the position for which I am applying with or without reasonable accommodations. I further understand that failure to comply with the prerequisites of employment, after the conditional offer of employment is accepted by me, will be treated as a rejection of the offer of employment.

I acknowledge that no consideration has been furnished to the Sheriff's Office for my employment other than my services, and I understand that employment with the St. John the Baptist Sheriff's Office is strictly at will employment, and that I have the right to terminate my employment at any time, subject to penalties with or without cause, and that the St. John the Baptist Sheriff's Office has the same right, as well as the right to transfer me to any division, department, section, or shift that the Sheriff or his designee so chooses and at his sole discretion.

A photostatic copy of my signature shall be accepted as an original authorizing any person, firm, or organization to release any information to the St. John the Baptist Sheriff's Office regarding the verification of information provided herein.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed: First, Middle, and Last Name

RECEIVED BY: \_\_\_\_\_

Name

Position

Date