

Supplemental Questionnaire
for
4016 Deputy Sheriff – Enforcement

Please read through the instructions and the questionnaire carefully before you fill it out. It is very important that you answer the questions as completely and accurately as possible.

INSTRUCTIONS

The Utah County Human Resource Office appreciates your interest in this position. Since this questionnaire is an important part of the selection process for this position, it must be fully completed. It has been prepared to give applicants the same opportunity to explain their background, as it relates to this position. Do not substitute your resume or any other material for a response to the questions contained in this questionnaire.

Anything you list on the Supplemental Questionnaire, must be supported with back-up documentation (attachments) where applicable, to receive credit. (i.e., certifications, degree's, etc.) Do not put the SQ or supporting documents in a binder or have them bound.

Print the Supplemental Questionnaire and fill in the information. For the Work History, start with the most current work information and go back.

This questionnaire packet must be turned in to the Utah County Human Resource Office no later 5:00 PM on Wednesday, January 23, 2019. No faxes or e-mails accepted. DO NOT submit a Resume.

_____ Last four of SSN # XXX-XX- _____

Name (please print)

Phone #: _____ Email: _____

PLEASE READ CAREFULLY BEFORE SIGNING: The answers to the following questions are true and complete to the best of my knowledge. I understand that falsification of information may result in my disqualification from testing or removal from a County position.

Signature: _____ Date: _____

WORK HISTORY

With regard to your Law Enforcement related work history, please identify each position and its corresponding start and end date. This will show that you meet the minimum requirements to test for Deputy Sheriff Enforcement. (There are no points awarded for this section. Please DO NOT submit a resume.)

EXAMPLE

ENTITY:	<u>Utah County Sheriff's Office</u>		
POSITION:	<u>Corrections Specialist</u>	Type of Certification Required:	<u>Corrections</u>
FROM:	<u>09/2006</u>	TO:	<u>08/2010</u> Hours per week: <u>44</u>
POSITION:	<u>Enforcement Deputy / Patrol</u>	Type of Certification Required:	<u>LEO</u>
FROM:	<u>08/2010</u>	TO:	<u>Present</u> Hours per week: <u>44+</u>

ENTITY:	_____		
POSITION:	_____	Type of Certification Required:	_____
FROM:	_____	TO:	_____ Hours per week: _____
POSITION:	_____	Type of Certification Required:	_____
FROM:	_____	TO:	_____ Hours per week: _____

ENTITY:	_____		
POSITION:	_____	Type of Certification Required:	_____
FROM:	_____	TO:	_____ Hours per week: _____
POSITION:	_____	Type of Certification Required:	_____
FROM:	_____	TO:	_____ Hours per week: _____

ENTITY:	_____		
POSITION:	_____	Type of Certification Required:	_____
FROM:	_____	TO:	_____ Hours per week: _____
POSITION:	_____	Type of Certification Required:	_____
FROM:	_____	TO:	_____ Hours per week: _____

The following questionnaire will be worth 40% of your overall testing score. The maximum points allowed on the questionnaire is: **215**

Add up the total points for each section and list your total overall points below.

CERTIFICATIONS

Please indicate which POST Certification(s) you possess:

(Check all the apply. Must attach certifications.)

- Law Enforcement (5 points) Corrections (5 Points) Mid-Level Management Cert. (5 points)
- Current Utah County Sheriff's Department employee (5 points)

Total Points: _____ (20 points max)

EXPERIENCE & EDUCATION

State the number of months of Full-Time certified work experience assigned to the following areas:

(½ point per month for Enforcement experience, ½ point per month for Corrections experience.)

Enforcement Experience	Number of months	Corrections Experience	Number of months
Law Enforcement Experience		Correctional Experience	

Please identify all completed education:

(A copy of your degree(s) or transcripts showing a degree has been awarded, must be attached.)

- Associates Degree (12 points) Bachelor's Degree (24 points) Master's / Advanced Degree (30 points)
- (Do not combine Degree points)

Total Points: _____ (115 points max)

SPECIALITY ASSIGNMENTS

Please state the number of months worked in the capacity below as a Law Enforcement Officer or Corrections Officer in each Division or in the capacity of a team leader in a Specialty Assignment listed below:

(1 point per month in division. Must be in specialty assignment for at least 1 year to receive points.)

Specialty Assignments	Number of months	Divisions	Number of months
<input type="checkbox"/> SWAT		<input type="checkbox"/> Patrol	
<input type="checkbox"/> K9		<input type="checkbox"/> Investigations	
<input type="checkbox"/> EOD		<input type="checkbox"/> Judicial	
<input type="checkbox"/> EVO		<input type="checkbox"/> Emergency Services	
<input type="checkbox"/> Gang Liaison		<input type="checkbox"/> Contract Cities	
<input type="checkbox"/> DRT		<input type="checkbox"/> Booking	
<input type="checkbox"/> FTO		<input type="checkbox"/> Housing	
<input type="checkbox"/> Other _____		<input type="checkbox"/> Support Services-GPS/Diversion	
<input type="checkbox"/> Other _____		<input type="checkbox"/> Programs	
<input type="checkbox"/> Other _____		<input type="checkbox"/> Transportation	
<input type="checkbox"/> Other _____		<input type="checkbox"/> JI	
<input type="checkbox"/> Other _____		<input type="checkbox"/> Administrative Services	
<input type="checkbox"/> Other _____		<input type="checkbox"/> Other _____	

Total Points: _____ (60 points max)

INSTRUCTOR CERTIFICATIONS

Please list the areas in which you are currently a certified instructor:

(Must attach current certification(s). 5 points each.)

1.	2.
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Total Points: _____ (10 points max)

LANGUAGE SKILLS

Please list all of the languages, other than English, that you are Fluent in:

(5 points per language. May be required to prove proficiency.)

1.	2.
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Total Points: _____ (10 points max)

Total Overall Points _____

ENTITY: _____

POSITION: _____ Type of Certification Required: _____

FROM: _____ TO: _____ Hours per week: _____

POSITION: _____ Type of Certification Required _____

FROM: _____ TO: _____ Hours per week: _____

ENTITY: _____

POSITION: _____ Type of Certification Required: _____

FROM: _____ TO: _____ Hours per week: _____

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FROM: _____ TO: _____ Hours per week: _____