

# Sumter County Sheriff's Office

## Application for Employment



**Sheriff Anthony Dennis**

1281 NORTH MAIN STREET SUMTER, SC 29153

**Sumter County Sheriff's Office  
Pre-employment Requirements**

**DEPUTY SHERIFF – PATROLMAN**

**REQUIREMENTS:**

1. Graduate from an accredited college or university, preferred, or;
2. High school diploma or GED, or;
3. Certified law enforcement officer.
4.
  - a) Must be a minimum of twenty- one (21) years of age
  - b) Must have no criminal history
  - c) Must possess a valid South Carolina Driver's License – limited violations **(NO DUI)**
  - d) Must satisfactorily pass a credit check – no bankruptcy
  - e) Must satisfactorily complete a polygraph test
  - f) Must satisfactorily complete a psychological test (does not apply to detention officer)
  - g) Must pass a drug test
  - h) Must meet physical fitness standards as outlined in the job description (does not apply to detention officer)
5. Must be willing and able to work weekends, holidays, possibly days off, and be available during times of natural disasters.
6. **The following items MUST be turned in with the application:**
  - a) Photo copy of current driver's license
  - b) Photo copy of Social Security Card
  - c) Photo copy of Birth certificate
  - d) Photo copy of high school, GED and Degrees/Diplomas
  - e) Photo copy of DD Form 214 (if prior military)
  - f) Certified driving record of all licenses possessed in the last 10 years
  - g) Pass a T.A.B.E. test administered by Central Carolina Tech. (It is your responsibility to contact Central Carolina to schedule a test date)
  - h) Complete copy of credit report
  - i) Provide access to social media profiles/timelines (Facebook, Instagram, Twitter, etc.)

**IF YOU HAVE ANY QUESTIONS, PLEASE CALL Lt. James Dukes @ 803-436-2048**

**(PLEASE SUBMIT YOUR COMPLETE PACKET TO OUR OFFICE)**



10. List all your children, including any adopted children or stepchildren:

Name	DOB	Address

11. Parents Name: Father \_\_\_\_\_  
 Last First Middle  
 Mother \_\_\_\_\_  
 Last First Middle

12. Can you operate a motor vehicle? Yes  No

13. Do you possess a valid South Carolina driver's license? Yes  No

Driver's License Number \_\_\_\_\_ Date Issued \_\_\_\_\_

14. Do you now or have you ever possessed a driver's license issued by another state?  
 Yes  No  DL Number \_\_\_\_\_ Date Issued \_\_\_\_\_  
 State(s) \_\_\_\_\_

15. Was your license ever suspended or revoked? Yes  No

16. Have you ever used a surname other than the name listed on this application?  
 Yes  No  If so, list them \_\_\_\_\_

17. Have you ever used a different date of birth or Social Security number on any application or  
 documents other than what is listed above? Yes  No

If so, list them \_\_\_\_\_

**Military History**

18. Have you ever been in the Military? Yes  No

19. Which branch? \_\_\_\_\_

20. Total years \_\_\_\_\_ Highest grade \_\_\_\_\_ Type of discharge \_\_\_\_\_

21. List all medals and awards you received in the military:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

22. Are you presently a member of the National Guard or Reserve? (Give unit, location and job description): \_\_\_\_\_

**Credit History**

23. How many people do you support? \_\_\_\_\_

24. Have you ever declared, or are you about to, declare bankruptcy? \_\_\_\_\_

25. What is the total amount of your debts at present? \_\_\_\_\_

26. Have you ever been, or are you currently, behind on your bills? Yes  No

27. List credit references, including business, to which you make monthly payments:

Name of Business	Amount	Type of Debt	Any Problems

28. Have you ever had any civil action(s) taken against you for failure to pay any debt? (Liens, judgements, lawsuits, etc.) Yes  No

Explain: \_\_\_\_\_

29. Have you ever had anything repossessed (voluntarily or involuntarily)? Yes  No

30. Are you now, or have you ever, had to make child support payments? Yes  No

31. Have you ever been late on making your child support payments? Yes  No   
If yes, are you currently behind on your payments? Yes  No

32. Have you ever written a bad check and it resulted in a warrant issued for your arrest?  
Yes  No

**Work History**

33. How many days have you missed from work in the last year due to sickness or injury? \_\_\_\_  
Explain: \_\_\_\_\_

34. Are you presently in a physical fitness program? \_\_\_\_\_

35. Date and Place of Last physical examination \_\_\_\_\_  
A. Have you had any surgeries within the past year? If yes  
when \_\_\_\_\_

36. Name of examining doctor \_\_\_\_\_

37. Have you ever been fired, dismissed, or forced to resign from a job? \_\_\_\_\_

38. Have you ever walked-off the job because of an argument with a fellow employee or  
employer? Yes  No

39. Have you ever been involved in a physical confrontation with another employee?  
Yes  No

40. Have you ever been fired from a job? Yes  No  If yes, explain:  
\_\_\_\_\_  
\_\_\_\_\_

41. Have you ever received any formal disciplinary action (suspension, written reprimand,  
letter of counseling, or written warning) from any job? Yes  No   
Explain: \_\_\_\_\_

42. Have you ever been turned down for a job based on the result of a: (check any)

- Criminal History     Background Investigation     Credit check  
 Polygraph     Driving Record

43. Have you ever been named in a sexual harassment complaint? Yes  No

44. Please list present and past employment, beginning with the most recent:

Company Name _____ Phone Number _____ Address _____ Street City State Zip Supervisor(s) name _____ Job Title _____ Reason for Leaving _____ Job Duties _____ Employment dates from _____ to _____ Ending Salary _____
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Company Name _____		Phone Number _____		
Address _____				
	Street	City	State	Zip
Supervisor(s) name _____				
Job Title _____		Reason for Leaving _____		
Job Duties _____				
Employment dates from _____		to _____	Ending Salary _____	

Company Name _____		Phone Number _____		
Address _____				
	Street	City	State	Zip
Supervisor(s) name _____				
Job Title _____		Reason for Leaving _____		
Job Duties _____				
Employment dates from _____		to _____	Ending Salary _____	

Company Name _____		Phone Number _____		
Address _____				
	Street	City	State	Zip
Supervisor(s) name _____				
Job Title _____		Reason for Leaving _____		
Job Duties _____				
Employment dates from _____		to _____	Ending Salary _____	

Company Name _____		Phone Number _____		
Address _____				
	Street	City	State	Zip
Supervisor(s) name _____				
Job Title _____		Reason for Leaving _____		
Job Duties _____				
Employment dates from _____		to _____	Ending Salary _____	

Company Name _____		Phone Number _____		
Address _____				
	Street	City	State	Zip
Supervisor(s) name _____				
Job Title _____		Reason for Leaving _____		
Job Duties _____				
Employment dates from _____		to _____	Ending Salary _____	

\*If you have had more jobs, list them on a separate sheet of paper and attach (mandatory).



45. Provide three letters of reference (no relatives or former employers)

**Education History**

46. Indicate any language(s) you speak, read or write fluently: \_\_\_\_\_

\_\_\_\_\_

47. List any professional licenses you hold:

\_\_\_\_\_

\_\_\_\_\_

48. List academic honors, awards etc. \_\_\_\_\_

\_\_\_\_\_

49. List any courses that would be useful to the position for which you are applying:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

50. Typing speed (WPM) \_\_\_\_\_ List equipment or office machines you can operate  
(Including computer programs):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

51. List all schools:

School	Name & Address	Start Date	End Date	Did you Graduate	List Degrees
High School					
Tech School					
College					
University					
Others					

52. If you did not graduate from high school, have you passed the General Educational Development (GED) Test? Yes  No

When and where did you complete the GED?

**Criminal Record**

53. Have you ever been charged by law enforcement (other than a minor traffic offense)?

Yes  No

If yes, explain: \_\_\_\_\_

Offense Charged	Police Agency	State	Date	Disposition

54. Have you ever been convicted of a felony? Yes  No   
If yes, give details: \_\_\_\_\_

55. Have you ever been bonded? Yes  No   
If yes, list jobs. \_\_\_\_\_

56. Have you ever been placed on probation? Yes  No   
If yes, explain: \_\_\_\_\_

57. Have you ever had any traffic violations? Yes  No

If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

58. Have you ever stolen anything? Yes  No  If yes, explain:

\_\_\_\_\_  
\_\_\_\_\_

59. Have you ever illegally used any of the drugs listed below? Yes  No

If yes, explain: \_\_\_\_\_

When was the last time you used? \_\_\_\_\_

How many times used? \_\_\_\_\_

Have you ever bought or sold any of the following drugs? \_\_\_\_\_

- STP    Peyote    Psilocybin    Quaaludes    Opium    Cocaine    Acid    Bath Salts
- Mescaline    MDA    Speed (Meth)    Barbiturates    Heroin    Morphine    Marijuana
- Demerol    Hashish    Steroids    Dilaudids    Sniffed Freon, gas, paint, or other

Any other illegal substance/narcotic not listed: \_\_\_\_\_

\_\_\_\_\_

60. Have you ever been court-martialed or a subject of disciplinary action?

Yes  No  If yes, explain: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

61. Are you now or have you ever been a member of, or affiliated with, any organization, association, movement, group, or combination of persons which advocates the overthrow of our constitutional form of government, or which has adopted the policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States or which seeks to alter the form of government of the United States by unconstitutional means? Yes  No

62. Have you ever contributed money, time, shelter, or any other resources to any group(s) or individuals as described as above? Yes  No

**Personal Habits**

63. Have you ever gone to work or school intoxicated, or missed work or school due to being intoxicated? Yes  No

64. Do you gamble (on-line, professionally, or otherwise where real money or property is involved)? Yes  No

If yes, then what is the greatest financial loss you have ever incurred? \$ \_\_\_\_\_

65. Do you currently owe anyone, individual or business, money or property due to a gambling debt? Yes  No

66. Have you ever viewed or subscribed to any periodical which contained or promoted child pornography? Yes  No

**Prior Law Enforcement Only** (if not prior law enforcement, skip to the next section)

67. Where have you previously worked as a law enforcement officer?

\_\_\_\_\_  
\_\_\_\_\_

68. Were you ever the subject of any sort of internal investigation (formal or otherwise)?  
Yes  No  Explain: \_\_\_\_\_

\_\_\_\_\_

69. Have you ever quit or resigned while under investigation? Yes  No   
70. Were you ever given the option to resign or be fired? Yes  No

If yes, explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

71. Were you ever suspended from duty, demoted, or had salary reduced as part of a disciplinary action against you? Yes  No

72. Have you ever had an excessive force complaint filed against you? Yes  No

73. Have you ever had any vehicle accidents while on duty? Yes  No

If yes, how many? \_\_\_\_\_

74. Have you ever lied in a report/statement to implicate a suspect or cover for another officer or for yourself? Yes  No

I hereby certify that there are no willful misrepresentations in or falsifications of the statements and answers to the above questions. I know that if the application is not complete it will be void. I am aware that should investigation disclose such misrepresentations and/or falsifications, my application for employment will be rejected and I will be disqualified from applying for any position of the Sumter County Sheriff's Office in the future. In completing this application for employment, I also understand that an investigation may be conducted whereby information is obtained through personal interviews with my neighbors, friends or others with whom I am acquainted. Also, I understand that I will be required to take and pass a polygraph examination prior to being accepted for employment with the Sumter County Sheriff's Office.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Sumter County Sheriff's Office**  
**1281 North Main Street**  
**Sumter, SC 29153**

I, \_\_\_\_\_, hereby request and authorize all doctors, nurses, hospitals, military organizations, insurance companies, educational institutions, governmental agencies, banks, and other credit agencies, my present and former employers, and any other individuals who may have records or other information about me to release and furnish to the Sumter County Sheriff's Office all records and other information concerning me. The above-mentioned agency is currently conducting a personal background to determine my suitability for employment as a law enforcement officer with their agency. Your assistance and cooperation will be greatly appreciated. A copy of this signed and notarized authorization shall be as effective and valid as the original.

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

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

Sworn and subscribed before me, this  
\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
My commission expires \_\_\_\_\_

**Reference Check For:**

Name of Reference: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Occupation: \_\_\_\_\_

1. How long have you known the individual?

2. How did you meet this individual?

3. How well does this individual get along with others? Explain and give an example.

4. Is this individual a dependable and an honest person? Explain and give an example.

5. Do you know of anything negative about this individual that would prohibit them from getting a job with our office? If so, please explain.