



CYNTHIA J. BATTLE
Chief of Police
KENNETH D. JOHNSON
ASST. CHIEF

DOUGHERTY COUNTY POLICE DEPARTMENT

2106 HABERSHAM ROAD
ALBANY, GEORGIA 31701-5916
(229) 430-6600
Fax: (229) 430-6605



Commanders
CAPT. TOM S. JACKSON
DETECTIVE DIVISION
CAPT. JASON S. HAGER
PATROL DIVISION

NOTIFICATION AND AUTHORIZATION FORM FOR EMPLOYMENT CREDIT REPORT

I authorize the Dougherty County Police Department or its agents to obtain a credit report on me through the credit reporting agency of its choice. If employed, I further authorize the Dougherty County Police Department or its agents to check my credit record, as needed, on a continuing basis as it relates to my employment.

If an adverse employment decision is made due totally or partially to the information on the credit report, the Dougherty County Police Department or its agents will give me a copy of the credit report, a summary of my rights under the Fair Credit Reporting Act, and the source of the credit report so that I may contact them, if I wish.

Name: _____

Date: _____

Signature



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SECURITY AND PRIVACY ACT RELEASE REQUIRED FOR ALL APPLICANTS

NAME _____ SSN _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

D/O/B _____ PLACE OF BRITH _____

HEIGHT _____ WEIGHT _____ RACE _____ SEX _____

DRIVER'S LICENSE NUMBER _____ STATE _____

OTHER STATES IN WHICH YOU HAVE HAD A DRIVER'S LICENSE IN THE PAST TEN YEARS: _____

I hereby authorize your organization to release any and all information of a confidential and privileged nature from your files to the Dougherty County Police Department (Albany, GA) including, but not limited to my work records, my driving history, police records, and photo static copies if requested.

I understand that this information will be used to determine my qualifications for the position for which I have applied and/or for my continued employment. I further understand and also realize that the information so released will be held in the strictest confidence and may prove unfavorable to my being selected for the position or have an adverse effect on my present employment with Dougherty County, Albany, GA. This release will be in effect for pre-employment consideration and shall continue to be in effect as long as I am employed by Dougherty County Police Department (Albany, GA).

I, release your organization and/or designated representative(s) from any and all liability resulting from the disclosure of this confidential and privileged information.

SIGNATURE

DATE

Sworn to and subscribed before me at (city and state)

This _____ day of _____ 20____.

NOTARY

My commission expires: _____ (SEAL)



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Dougherty County Police Department Pre-Employment Questionnaire

Date _____ Position Applied For _____

Name _____ SSN _____
Last First Middle

Home Address _____
Street City State Zip

Home Phone _____ Pager# _____ Emergency# _____

Current Occupation _____

Work Address _____
Street City State Zip

1. Do you have any prior law enforcement experience? Yes No If yes, length of time. _____
2. Do you have any obligation or commitment which would prevent you from taking a job with the Dougherty County Police Department? Yes No
3. Are you a citizen of the United States? Yes No

THEFTS

If you answer yes to any of the following questions, an explanation is required below

	YES/NO
Did you ever steal any money from an employer?	_____
Did you ever steal anything from an employer?	_____
Have you ever stolen any property or money from a fellow employee?	_____
Have you ever deliberately "short changed" a customer?	_____
Have you ever deliberately destroyed any property of an employee?	_____
As an adult have you ever stolen anything from a store?	_____
Have you ever altered a price tag in a store?	_____
Have you ever forged a check?	_____
Have you ever written a bad check?	_____
Did you ever steal anything from a vehicle?	_____
Did you ever act as a lookout when anyone else was stealing?	_____
Have you ever used anyone's personal information i.e., social security number, date of birth, name, without their knowledge?	_____

Explanations:

DRIVING RECORD

Do you have a valid driver's license? _____

If yes, list state and license number. _____

What classification and expiration date? _____

If you have ever possessed a drivers license other than listed above give the state(s) and license number(s).

DRIVING RECORD (CONT.)

List below all traffic citations you have received (except parking):

Location (city & state)	Date	Violation	Disposition

If you answer **YES** to any *of* the following questions, an explanation is required below:

YES/NO

Has your license ever been suspended or revoked?

Have you ever been refused a driver's license by any state?

Has your auto insurance ever been cancelled?

Where you ever denied auto insurance?

Did you ever obtain a driver's license under another name?

EXPLANATIONS:

CRIMINAL HISTORY

If you answer **YES** to any *of* the following questions, an explanation is required below:

YES/NO

Have you ever been arrested or convicted of a crime (excluding minor traffic offenses)?

Have you ever pled guilty or nolo contendere to a crime (excluding minor traffic offenses)?

Were you ever arrested as a juvenile?

Have you ever been sentenced to incarceration?

Have you ever been placed in a police lineup?

Have you ever been placed on probation?

Have you ever been placed on parole?

Have you ever been placed in a holding cell?

Have you ever been placed in a military stockade?

Have you ever been placed in a disciplinary school?

Have you ever been questioned by police as a suspect in a crime?

EXPLANATIONS:

CRIMINAL HISTORY (CONT.)

Have you ever committed or participated in any of the following crimes or offenses. The question applies even though you may not have been arrested, detected or apprehended. If you answer **YES** to any of the following questions, an explanation is required below.

	YES	NO		YES	NO
Murder			Hit and Run		
Voluntary Manslaughter			Shoplifting		
Involuntary Manslaughter			Theft of Motor Vehicle Parts		
Aggravated Assault			Robbery		
Battery			Armed Robbery		
Kidnapping			Forgery		
False Imprisonment			Credit Card Fraud		
Hijacking			Computers for Fraud		
Child Abuse			Unauthorized access to computers		
Vehicular homicide			Impersonation of public officer		
Rape			Obstruction of an officer		
Aggravated Sodomy			Giving False name/address		
Statutory Rape			False report of a fire		
Child Molestation			Conceal a death of a person		
Bestiality			Escape		
Necrophilia			Perjury		
Public Indecency			Tampering with evidence		
Prostitution			Treason		
Pimping			Advocate overthrow of the Gov't		
Bigamy			Riot		
Incest			Inciting a riot		
Cruelty to animals			Terroristic Threats/acts		
Burglary			Peeping Tom		
Criminal Damage to property			Violation of oath		
Vandalism			Commercial Gambling		
Setting Fires			Dog Fighting		
Arson			Pornography		
Theft by Taking			Sexual exploit of children		
Theft by Deception			Bribery		
Theft by Conversion			Theft of lost or mislaid property		
Theft of Services			Inhalation of model glue		
Trafficking of illegal drugs			Driving Under the Influence of alcohol		
Driving on revoked driver's license			Illegal possession of sawed off weapons		
Criminal possession of explosives			Use of fictitious name to obtain prescription drugs		
Theft by receiving stolen property					
Illegal possession, manufacturing, and distribution of illegal drugs or marijuana.					

EXPLANATIONS:

DRUGS

For each of the following drugs, check the appropriate column(s) below:

USED	SOLD	NOW USING	PURCHASED	PRESCRIPTION
A'				
Amphetamines				
Angel Dust				
Barbiturates				
Beauties				
Benzedrine				
Biphetamine				
Blues				
California Turnarounds				
Cloud				
Cocaine				
Codeine				
Crack				
Crank				
Darvon				
Demerol				
Dennie				
Dexedrine				
Dilaudid				
Downers				
Ecstasy				
Equanil				
GHB				
Glue				
Hash Oil				
Hashish				
Heroin				
Icacide				
Librium				
LSD				
Ludes/Quaaludes				
Marijuana				
MDA				
Meperidine				
Mescaline				
Methadone				
Methaqualon				
Morphine				
Mushrooms				
Nembutal				
Opium				
Oxycodone				
PCP				
Percodan				
Peyote				
Phenobarbital				
Preludin				
Psilocybin				

DRUGS (CONT.)

USED	SOLD	NOW USING	PURCHASED	PRESCRIPTION
Reds				
RJS				
Seconal				
Snort				
Soaper/Sopes				
Speckile Bird				
Speed				
Steroids				
STP				
Talwin				
Tallinn/PHZ				
Tees				
Thai Stick				
THC				
Tylox				
Uppers				
Valium				
White Cross				
Yellow Jackets				
Other				

EXPLANATIONS:

I hereby certify that the foregoing statements are true to the best of my knowledge, and hereby grant Dougherty County permission to verify such statements (including employers). I understand that any false statement OR omission of fact is sufficient reason for rejection/dismissal of employment.
 If hired, it is understood that I will be an employee at will, subject to dismissal at any time with OR without cause and that I may at any time terminate my employment.

DOUGHERTY COUNTY IS A DRUG-FREE WORKPLACE

Signature: _____ Date: _____