

# BALTIMORE CITY SHERIFF'S OFFICE

## APPLICANT QUESTIONNAIRE

Please take note that your honesty is of paramount importance in determining your suitability for further processing for a position within this agency. Being truthful in all of your responses to all questions is crucial. False or misleading answers shall be grounds for rejection.

You may think something you did will disqualify you. It may or may not! What **will** disqualify you is lying and or distorting the truth. For example, an arrest, either as a juvenile or as an adult may or may not disqualify you, but lying about it **will**. You may have been fired from a previous job, which by itself, may or may not disqualify you, lying about being fired from a previous job **will** disqualify you. The use of drugs, including marijuana, may or may not disqualify you, but lying about it **will definitely disqualify you**.

The Maryland Police Training Commission requires that all of the attached questions be answered truthfully and completely. These questions will be used as a basis for a polygraph examination which you must take.

Please review the questions carefully before answering. If you feel you need more time before you can proceed with your answers, or if you have doubts about the questions, or need an explanation, make the interviewer/recruiter aware of your concerns before answering any questions.

APPLICANT'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

INTERVIEWER'S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

## **INSTRUCTIONS TO APPLICANT**

### **THESE INSTRUCTIONS MUST BE FOLLOWED:**

1. "N/A" IS NOT ACCEPTABLE. IF YOUR ANSWERS ARE NO TO ANY OF THE QUESTIONS, DO NOT WRITE ANYTHING ELSE AND PROCEED TO THE NEXT QUESTION.

2. WHEN WRITING YOUR EXPLANATIONS, BE PRECISE AS POSSIBLE. IN YOUR NARRATIVE, INCLUDE DATES, TIMES, AND LOCATIONS.

3. DO NOT ABBREVIATE ANY WORDS OR PHRASES.

4. MAKE SURE YOU SIGN AND DATE ALL PAGES.

**ARESST INFORMATION**

- Have you ever been arrested? (Y) (N)
- Have you ever been in juvenile custody? (Y) (N)
- Ever arrested for traffic violation? (Y) (N)
- Ever taken in to police custody for any reason? (Y) (N)
- Ever receive a court summons? (Y) (N)
- Ever given court testimony in a criminal case? (Y) (N)
- Ever been a suspect in a crime or incident? (Y) (N)
- Ever been involved in any crime of violence? (Y) (N)
- Ever committed any undetected crime? (Y) (N)
- Ever been arrested for DWI or DUI? (Y) (N)

**EMPLOYMENT THEFTS**

- Have you ever stolen from your present employer? (Y) (N)
- Have you ever stolen anything from your past employer? (Y) (N)
- Have you ever been terminated or fired from any employer? (Y) (N)

**EMPLOYMENTS**

List all jobs for the past (10) Years: Name of employer, address, phone number, and dates employed.

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Have you had any disciplinary action at any of the above jobs? (Y) (N)

How much "Sick Leave" have you used in the past 10 years?

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**DRUG HISTORY**

Have you ever sold any illegal drugs? (Y) (N)  
Have you ever used anyone's Narcotics RX? (Y) (N)  
Have you ever bought any illegal drugs? (Y) (N)  
Have you ever bought any illegal drugs for anyone else? (Y) (N)  
Have you ever held any illegal drugs for anyone? (Y) (N)  
Have you put money towards the purchase of illegal drugs? (Y) (N)  
Have you ever transported any illegal drugs to anyone else? (Y) (N)  
Have you ever packaged or helped package any illegal drugs? (Y) (N)  
Have you ever in your life experimented with any illegal drugs? (Y) (N)

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**ARE YOU WILLING TO TAKE A POLYGRAPH OR VOICE STRESS TEST? (Y) (N)**

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Have you ever been a member of any gang or radical subversive group? (Y) (N)

If yes, what gang and its colors? \_\_\_\_\_

What subversive group? \_\_\_\_\_

**DID YOU EVER ILLEGALLY WEAR /CARRY A HANDGUN ON YOUR BODY? (Y) (N)**

## **BALTIMORE SHERIFF'S OFFICE APPLICANT INVESTIGATION QUESTIONNAIRE**

You will be asked, "HAVE YOU EVER COMMITTED ANY SERIOUS CRIME?" This will include but is not limited to the following crimes.

### **1. CRIMES AGAINST PERSONS**

A. Have you ever committed, planned, covered-up, or participated in any of the following:

- |  |         |
|--|---------|
| 1. Murder  | (Y) (N) |
| 2. Manslaughter  | (Y) (N) |
| 3. Assault   | (Y) (N) |
| 4. Malicious wounding of an individual                     | (Y) (N) |
| 5. Rape  | (Y) (N) |
| 6. Sexual Exposure   | (Y) (N) |
| 7. Kidnapping  | (Y) (N) |
| 8. Any crime that caused death or injury to another person | (Y) (N) |

### **2. CRIMES AGAINST CHILDREN**

A. Have you ever committed, planned, covered-up, or participated in any of the following:

- |   |         |
|---|---------|
| 1. Sexual Abuse of a child                                  | (Y) (N) |
| 2. Physical Abuse of a child                                | (Y) (N) |
| 3. Sex with a minor   | (Y) (N) |
| 4. The production, Sale, or Distribution of a child         | (Y) (N) |
| 5. Criminal exploitation of a minor in any way              | (Y) (N) |
| 6. Any act that could be considered a crime against a child | (Y) (N) |

### **3. THEFTS OR WHITE COLLAR CRIMES**

A. Have you ever committed, planned, covered-up, or participated in any of the following:

- |  |         |
|--|---------|
| 1. Robbery of a person or business                               | (Y) (N) |
| 2. Embezzlement  | (Y) (N) |
| 3. Credit card fraud   | (Y) (N) |
| 4. Forgery of checks, documents, use of false identification     | (Y) (N) |
| 5. Production, distribution, or use of false identification      | (Y) (N) |
| 6. Production or distribution of counterfeit currency            | (Y) (N) |
| 7. Altering of currency (i.e. the changing of a five to a fifty) | (Y) (N) |
| 8. Receiving Stolen Property                                     | (Y) (N) |
| 9. Extortion or Blackmail  | (Y) (N) |
| 10. Mail Fraud   | (Y) (N) |
| 11. Perjury in court proceeding                                  | (Y) (N) |
| 12. Impersonation of a Law Enforcement Officer                   | (Y) (N) |
| 13. Computer Fraud(s)  | (Y) (N) |
| 14. Bank Fraud(s)  | (Y) (N) |
| 15. Theft of Government Funds or Property                        | (Y) (N) |

- 16. Insurance Fraud(s) (Y) (N)
- 17. Shoplifting (Y) (N)

**4. VICE AND MISCELLANIOUS CRIMES**

A. Have you ever committed, planned, covered-up, or participated in any of the following:

- 1. The trafficking or distribution of illegal drugs (Y) (N)
- 2. Prostitution of yourself or any other person (Y) (N)
- 3. Sexual Intercourse with animals (Y) (N)
- 4. Physical abuse of animals (Y) (N)
- 5. Vehicular hit and run (whether or not a person was injured) (Y) (N)
- 6. Any other acts, conspiracies, or solicitations in which you could be punished by imprisonment, whether you were criminally charged or not (Y) (N)

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

**DOMESTIC VIOLENCE STATEMENT**

Domestic Violence is defined in the law as certain criminal acts committed between persons who have been involved in a relationship, who live together in the same household (or who have lived together in the past), or persons who have a child in common or are expecting a child, regardless of whether or not they have resided in the same household, or persons related to one another as a spouse, child former spouse, grandparent, parent brother, sister, grandchild.

The crimes defined in the law include assault, criminal damage, endangerment, imprisonment, intimidation, kidnapping, trespass, verbal threats, harassment, disorderly conduct, or reckless display or discharge of a deadly weapon or dangerous instrument.

Have you ever been involved in domestic violence according to the definition provided?

YES \_\_\_\_\_ No \_\_\_\_\_

Date \_\_\_\_\_ Location \_\_\_\_\_

Were the Police called? YES \_\_\_\_\_ No \_\_\_\_\_

If yes, explain below:

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Have you ever obtained or tried to obtain (petitioner) an EX-Parte Order, court order of protection, or injunction prohibiting harassment? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, explain below:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

Have you ever violated the conditions of an EX-Parte Order, court order of protection, or injunction prohibiting harassment? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, explain below:

\_\_\_\_\_

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Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Interviewer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**EMPLOYMENT DISCIPLINE STATEMENT**

Have you been disciplined by any employer? (Note: verbal/written counseling, demotion, suspension from duty is considered discipline) YES \_\_\_\_\_ NO \_\_\_\_\_

**LAY-OFFS ARE NOT CONSIDERED DISCIPLINE**

Date: \_\_\_\_\_ Name of employer: \_\_\_\_\_

Type of discipline: \_\_\_\_\_

Reason for discipline:

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Date: \_\_\_\_\_ Name of employer: \_\_\_\_\_

Type of discipline: \_\_\_\_\_

Reason for discipline:

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Date: \_\_\_\_\_ Name of employer: \_\_\_\_\_

Type of discipline: \_\_\_\_\_

Reason for discipline:

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Date: \_\_\_\_\_ Name of employer: \_\_\_\_\_

Type of discipline: \_\_\_\_\_

Reason for discipline:

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Date: \_\_\_\_\_ Name of employer: \_\_\_\_\_

Type of discipline: \_\_\_\_\_

Reason for discipline:

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Date: \_\_\_\_\_ Name of employer: \_\_\_\_\_

Type of discipline: \_\_\_\_\_

Reason for discipline:

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Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Interviewer's Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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Have you ever resigned from a job? YES \_\_\_\_\_ NO \_\_\_\_\_

Date of resignation \_\_\_\_\_ Employer \_\_\_\_\_

Explanation:

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Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Interviewer's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## TATOO STATEMENT

Do you have any tattoos? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, explain below:

Type of tattoo \_\_\_\_\_

Location on body \_\_\_\_\_

Type of tattoo \_\_\_\_\_

Location on body \_\_\_\_\_

Type of tattoo \_\_\_\_\_

Location on body \_\_\_\_\_

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Type of tattoo \_\_\_\_\_

Location on body \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Interviewer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TRAFFIC STATEMENT**

How long have you been driving? \_\_\_\_\_

Do you have points on your record? YES \_\_\_\_\_ No \_\_\_\_\_

If yes, how many points are currently on your driving record? \_\_\_\_\_

Do you have any pending tickets for moving violations? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, please explain below:

Citation Date: \_\_\_\_\_ Infraction: \_\_\_\_\_

Citation Date: \_\_\_\_\_ Infraction: \_\_\_\_\_

Citation Date: \_\_\_\_\_ Infraction: \_\_\_\_\_

Citation Date: \_\_\_\_\_ Infraction: \_\_\_\_\_

Have you ever been arrested for an alcohol related offense(s)? YES \_\_\_\_\_ NO \_\_\_\_\_

If yes, please explain below:

Date of offense: \_\_\_\_\_ Location: \_\_\_\_\_

Charges (example, driving under the influence, driving while intoxicated)

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

Date of offense: \_\_\_\_\_ Location: \_\_\_\_\_

Charges (example, driving under the influence, driving while intoxicated)

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

Do you currently have any restrictions on your driver's license as a result of any child support issues?  
YES \_\_\_\_\_ NO \_\_\_\_\_





# BALTIMORE CITY SHERIFF'S OFFICE

## INTEGRITY FORM

Name: \_\_\_\_\_ Position applied for: \_\_\_\_\_

Please read and answer the below-listed questions. If you do not understand them, ask the interviewer to explain them.

1. Other than those prescribed by a doctor for a specific illness, have you ever used, tried, or experimented with any type of dangerous drugs, narcotics, or Marijuana? YES \_\_\_\_\_ NO \_\_\_\_\_
2. Have you answered all questions that have been asked of you (in interviews, documents, and questionnaires) relating to the position that you have applied for with the Baltimore City Sheriff's Office honestly and truthfully? YES \_\_\_\_\_ NO \_\_\_\_\_

I \_\_\_\_\_, fully understand the above questions, knowing that if any of my answers are proved to be false or erroneous, **it will be cause for rejection of my application to the Baltimore City Sheriff's Office without recourse.** I also consider this as an acknowledgement and permission for the Baltimore City Sheriff's Office to conduct a background investigation knowing that I will not be informed of any information or facts developed by that investigation whether I am accepted or rejected for the position.

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Interviewer's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## ILLEGAL DRUG STATEMENT

Have you ever in your life experimented with any illegal narcotics? \_\_\_\_\_

If so, what illegal drug? \_\_\_\_\_

How many times total have you used this illegal drug? \_\_\_\_\_

When was the first time you used any illegal drugs? (Month/Year) \_\_\_\_\_

When was the last time you used any illegal drugs? (Month/Year) \_\_\_\_\_

Have you ever sold any illegal drugs? \_\_\_\_\_

If so, what illegal drug did you sell? \_\_\_\_\_

How many times did you sell illegal drugs? \_\_\_\_\_

When was the first time that you sold illegal drugs? (Month/Year) \_\_\_\_\_

When was the last time that you sold illegal drugs? (Month/Year) \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Interviewer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Baltimore City Sheriff's Office

Did you have to go to court? \_\_\_\_\_

Where was your case heard? \_\_\_\_\_

What was the verdict of your case? Nolle Prosequi \_\_\_ Dismissed \_\_\_ Not Guilty \_\_\_  
Guilty \_\_\_ Stet \_\_\_ Other (Explain) \_\_\_\_\_  
\_\_\_\_\_

Were you placed on probation? \_\_\_\_\_

If so, describe the terms of your probation:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever had any criminal records expunged or sealed? YES \_\_\_ NO \_\_\_

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

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Interviewer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **SOCIAL NETWORKING**

1. Have you ever posted videos on YouTube or any other Internet Site?

a. Yes (If yes, document Username below)      b. No

2. Have you ever been a member of a social networking site (MySpace, Facebook, Hi5, Bebo, Twitter, etc.) of any kind?

a. Yes (If yes, complete the following section)      b. No

3. List any sites you have been affiliated with & user names you currently use or have used in the past.

<b>Social Networking Site</b>	<b>Current &amp; Previous Username(s)</b>

4. List all of the email addresses that you've ever used.

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5. Have you ever posted any comments or pictures on a social networking site, whether yours or another person's that may contain material considered inappropriate based on sex, race, religion, national origin, age, or disability?

a. Yes (If yes, explain)      b. No

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6. Have you ever posted any comments, sexually explicit pictures, or pictures of conduct that may be considered publically embarrassing on the social networking site, whether yours or another person?

a. Yes (If yes, explain)      b. No

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**References: (Not the ones you listed on the application)**

**Supervisor (past or present)**

Name: \_\_\_\_\_

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

Name: \_\_\_\_\_

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

**Coworker (past or present)**

Name: \_\_\_\_\_

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

Name: \_\_\_\_\_

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

**Spouse and /or Significant Other**

Name: \_\_\_\_\_

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

Name: \_\_\_\_\_

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