

EL PASO COUNTY SHERIFF'S OFFICE
Supplemental Personal History Statement

Applicants Name (Print)

_____ Update to Personnel File
_____ Update for Candidacy Determination

Date of Hire



**EL PASO COUNTY
SHERIFF'S DEPARTMENT**

BACKGROUND EMPLOYMENT INVESTIGATION

PERSONAL HISTORY STATEMENT

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“WE SERVE WITH PRIDE”

****Note:** It is important that you attach a copy of a recent credit report which can be found at www.freecreditreport.com. Should you fail to submit a complete application, it may be deemed ineligible. **Further instructions on page 6.**

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1. Full Name: _____
Last First Middle Maiden

2. Your Present Residence: _____
Address City State Zip

3. Home Telephone: _____ Cellular #: _____

4.

Persons with whom you live:	Relationship

(Continue on back)

5. Other name(s) you use including nicknames, monikers, aliases: _____

6. Have you legally changed your name? no yes

If Yes: _____
Court Place Date Reason

7. Date of Birth: ____ / ____ / ____ Age: ____ Social Security Number: _____
mm / dd / yy

8. Gender: male female Ethnicity: _____

9. Current Driver License: _____
State Number

10. During the time you have been employed with the Office, have you?

Yes No

- a. Been arrested.
- b. Been charged with or indicted for any criminal offense.
- c. Received any traffic citations for a traffic offense in any state.
- e. Had your driver license suspended or revoked.

Explain if you answered "YES". Include dates, case numbers, locations, indictment numbers, charges, or other relevant information to explain the situation.

11. Are you, or have you been involved in any civil suit as a plaintiff, defendant, or witness, since being employed with the Office Yes No

Explain if you answered "YES": _____

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12. During the time you have been employed with the Office, have you:

Yes No

- a. Used any illegal drug or substance.
- b. Purchased any illegal drug or substance.
- c. Manufactured or produced any illegal drug or substance.
- d. Been under the influence of any illegal drug or substance.
- e. Sold any illegal drug or substance.
- f. Knowingly associated with any individual who is involved in any way with illegal drugs.

Explain if you answered "YES": _____

13. During the time you have been employed with the Office, have you knowingly or willingly:

Yes No

- a. Been a member of any club, organization, or gang involved in any level of criminal activity.
- b. Associated with a member of any club, organization, or gang involved in any level of criminal activity.
- c. Supported, in any way the activities or acts of any club, organization, or gang which is involved in any level of criminal activity.

Explain if you answered "YES": _____

14. Are you delinquent on any payments to any lending institution, organization, or party; or has any lending institution, organization, or party had cause to place your name with any collections agency or file notice with any credit-reporting agency. Yes No

Explain if you answered "YES": _____

15. Since you have been employed, have you had personal associations with someone who is under indictment or on bond for any felony, in custody, or has previously been placed on community supervision or parole? Yes No

Explain if you answered "YES": _____

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16. List all residences where you have lived since employed with the Sheriff's Office. Attach additional sheet(s) if needed.

Dates: From: _____ to _____
Address: _____

Dates: From: _____ to _____
Address: _____

Dates: From: _____ to _____
Address: _____

Dates: From: _____ to _____
Address: _____

17. Are you currently paying child support? Yes _____ No _____
a) Have you ever been delinquent? Yes _____ No _____
b) Are you currently delinquent? Yes _____ No _____

Explain if you answered "YES" to a) and/or b):

18. Do you have any type of social media accounts? Yes _____ No _____

If answered "YES" please provide your username for the following:

Facebook: _____
Instagram: _____
Twitter: _____
Other(s): _____

19. Have you ever been the target of an investigation by the Texas Department of Family and Protective Services (CPS) regarding a child abuse or neglect case? Yes _____ No _____

Explain if you answered "YES"- provide dates, case number, and disposition of the case.

FCRA DISCLOSURE AND AUTHORIZATION STATEMENT

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All applicants for employment: Please read carefully before signing below.

As part of its employment application process, I understand that the El Paso County Sheriff's Office may obtain or have prepared a consumer/investigative consumer report concerning my prior employment, military record, education, credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or criminal background.

I understand that upon written request to the El Paso County Sheriff's Office, I will be informed whether an investigative consumer report was requested, and given full information as to the nature and scope of such investigation. I understand that an investigative consumer report is a report in which information regarding my character, general reputation, personal characteristics, or is obtained through personal interviews with neighbors, friends, or associates with whom I am acquainted.

By signing below, I authorize the El Paso County Sheriff's Office to obtain a consumer/investigative consumer report on me as part of its pre-employment background investigation process. If I am offered employment by the El Paso County Sheriff's Office, I further authorize the El Paso County Sheriff's Office to obtain additional consumer/investigative consumer reports on me for employment purposes at any time during my employment.

By signing below, I also acknowledge that the El Paso County Sheriff's Office has provided me with a summary of my rights under the federal Fair Credit Reporting Act.

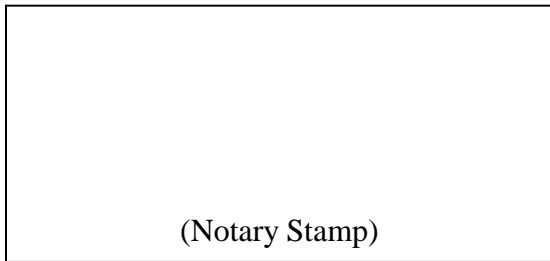
Name: _____ Address: _____

Signature: _____ Date: _____

Sworn and subscribed before me this _____ day _____, 20____

Notary Public, in and for El Paso County, Texas

My Commission Expires



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AUTHORIZATION FOR RELEASE OF PERSONAL INFORMATION

I have reviewed this completed personal history statement and believe it to be true and correct to the best of my knowledge and recollection. I understand that willfully withholding information or making false statements will be basis for disciplinary action up to and including termination of my employment with the El Paso County Sheriff's Office.

I also understand that after I have submitted this personal history statement, I must inform the County's Human Resources Office immediately, of any changes or updates of information contained in this statement. Failure to do so may be cause for disciplinary action up to and including termination of my employment with the El Paso County Sheriff's Office.

I understand that failure to respond to a question, or the omission of a material fact, may be construed as a false statement and be basis for disciplinary action up to and including termination of my employment with the El Paso County Sheriff's Office.

I also do hereby authorize a review and full disclosure of all records concerning myself to any duly authorized agent of the El Paso County Sheriffs Office, whether the said records are of educational institutions; financial or credit institutions including records of loans, the records of commercial and retail credit agencies, credit reports and ratings, and other financial statements and records. I further authorize employment and pre-employment records including background reports, efficiency ratings, complaints or grievances filed by or against me and the records and recollections of any person who may have any record or recollection about me.

I understand any information obtained through a personal history or background investigation developed directly or indirectly, in whole or in part, based upon this authorization will be considered toward the determination of my suitability for employment with the El Paso County Sheriff's Office.

A copy of this release form will be valid as an original thereof.

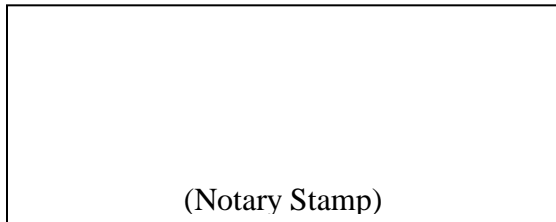
Name: _____ Address: _____

Signature: _____ Date: _____

Sworn and subscribed before me this _____ day _____, 20____

Notary Public, in and for El Paso County, Texas

My Commission Expires



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Credit Report – A free copy may be obtained at www.freecreditreport.com

1. Click get your free credit report
2. Fill out your information
3. Click “print options” and select “Print my Experian credit report”
4. Click “print this page”

