

PARISH SEAT
COURTHOUSE
300 HOUMAS ST.
DONALDSONVILLE, LA
BUS. OFFICE: 225-473-8671
FAX: 225-473-8245
DISPATCH: 225-473-8673
JAIL: 225-473-8674



GONZALES OFFICE
828 SOUTH IRMA BLVD.
GONZALES, LA 70737
BUS. OFFICE: 225-621-8340
DISPATCH: 225-621-8300
WARRANTS: 225-621-8308
FAX: 225-621-8323

JEFFREY F. WILEY

Sheriff and Ex-Officio Tax Collector

Post Office Box 268 • Donaldsonville, LA 70346-0268

Dear Applicant,

The goal of the Ascension Parish Sheriff's Office is to become the finest law enforcement organization in the state of Louisiana. To accomplish this goal we must be selective in hiring, diligent in training, and thoughtful in supervision.

Like most organizations, newly hired employees start at entry level positions. Unless there are exceptional circumstances, these positions are in corrections, patrol, communications, and clerical fields.

In order to be considered for employment, certain minimum requirements must be met. To be hired, applicants must be at least 21 years old, have a high school or equivalent diploma, and must reside in Ascension Parish. Other factors which strongly influence the employment process are previous work experience, previous law enforcement experience, two years or more of college education, a clear driving record, no history of prior criminal activity, and a responsible credit history.

The applicant screening process is designed to identify applicants who possess the aptitude, character, and desire to pursue long term careers as professional law enforcement officers. If you have the personal qualities necessary to become a professional deputy, your interest in employment is welcome and appreciated and I encourage you to continue in the application process.

Sincerely,

Jeffrey F. Wiley
Sheriff

SHERIFF'S DEPARTMENT
ASCENSION PARISH, LOUISIANA

P.O. Box 268, Donaldsonville, La. 70346

APPLICATION FOR EMPLOYMENT

ATTACH

PHOTO

HERE

DATE OF APPLICATION: _____

NOTE: All applicants for the office of Deputy Sheriff shall meet the following qualifications:

- (1) Have attained the age of 21, and reside in the parish where commissioned.
- (2) Have graduated from an accredited high school, or possess a high school equivalency diploma recognized in the state of Louisiana, and complete necessary training after employment.

PRIMARY POSITION APPLYING FOR: Clerical _____ Patrol _____ Correctional Officer _____ 911-Dispatch _____ Other _____

ALTERNATE POSITION APPLYING FOR: Clerical _____ Patrol _____ Correctional Officer _____ 911-Dispatch _____ Other _____

INSTRUCTIONS: Write or print clearly, and answer all questions. If a question is not applicable, mark it (X). If more space is needed, attach separate page or pages on back and clearly indicate which questions you are continuing. Each applicant must complete his/her own application. DO NOT USE A TYPEWRITER.

1. NAME _____
Last Name First Name Middle Name

2. SOCIAL SECURITY NUMBER _____ - - DRIVER'S LIC. # _____ / State: _____ / Class: _____

3. DATE OF BIRTH (Attach copy of birth or baptismal certificate) _____ / _____ / _____ AGE _____ Home Phone # (_____) _____
Cell Phone (_____) _____ Pager (_____) _____

4. Residence Address _____
Number and Street City State Zip Code

5. Mailing Address _____
Number and Street (or) P.O. Box City State Zip Code

6. Height _____ Weight _____ Color of Eyes _____ Color of Hair _____ Blood Type _____

7. Are you a registered voter in Ascension Parish? _____ YES _____ NO

8. I am _____ Single _____ Married _____ Divorced _____ Separated _____ Widowed

9. MILITARY SERVICE: Branch _____ Reserve/Active _____

Date Enlisted _____ Date Discharged/Type _____ (Attach DD-214)

EDUCATION

10. Name of High School Graduated From or Equivalent _____ (ATTACH COPY OF DIPLOMA) Year _____

11. Colleges Attended _____ Date of Graduation or years attended _____

12. Degree Received _____ Associate's _____ Bachelor's _____ Master's _____ Doctor's (Degree in) _____ (ATTACH COPY OF DIPLOMA & Or TRANSCRIPT)

13. Other schools attended: _____

14. Business machines I can operate: _____ Typewriter _____ Copier _____ Calculator _____ Computer _____ Other _____

15. Social, fraternal and civic organizations of which I am a member: (optional) _____

FINANCIAL AND LEGAL

16. I am indebted as follows:

Name _____ Amount _____
Name _____ Amount _____
Name _____ Amount _____

17. I have had _____ number of accounts charged off due to non-payment. Details: _____

18. I _____ have _____ have not : declared bankruptcy. Details _____
*Use back of page if necessary

RESIDENCE RECORD

19. I have resided at the following places during the last two years.

Address _____ From _____ To _____
Address _____ From _____ To _____
Address _____ From _____ To _____
Address _____ From _____ To _____

EMPLOYMENT RECORD

20. Beginning with my last (or present) job, and working backward, the following is my employment record.

Job Title _____ From _____ To _____
Immediate Supervisor _____ Phone # _____ Earnings _____ per month
Hours per week _____ Company Name _____ City _____
Description of my job duties _____
Reason for leaving or changing employment _____

Job Title _____ From _____ To _____
Immediate Supervisor _____ Phone # _____ Earnings _____ per month
Hours per week _____ Company Name _____ City _____
Description of my job duties _____
Reason for leaving or changing employment _____

Job Title _____ From _____ To _____
Immediate Supervisor _____ Phone # _____ Earnings _____ per month
Hours per week _____ Company Name _____ City _____
Description of my job duties _____
Reason for leaving or changing employment _____

21. LAW ENFORCEMENT EXPERIENCE AND TRAINING

Agency _____ Position _____ Employed From _____ Employed To _____
 Agency _____ Position _____ Employed From _____ Employed To _____
 Date of P.O.S.T. Certification _____ (Attach Certificate)
 Other Significant Training and Dates _____

REFERENCES (List three reputable citizens who have known you well during the last 5 years. DO NOT list relatives or former employers)

22. Name _____ Address _____
 Business _____ Telephone _____
 Name _____ Address _____
 Business _____ Telephone _____
 Name _____ Address _____
 Business _____ Telephone _____

23. My relatives are listed below: (OPTIONAL)

Relationship	Name	Address	Employer
Father	_____	_____	_____
Mother	_____	_____	_____
Brother	_____	_____	_____
Brother	_____	_____	_____
Brother	_____	_____	_____
Sister	_____	_____	_____
Sister	_____	_____	_____
Sister	_____	_____	_____
Wife	_____	_____	_____
Husband	_____	_____	_____
Son	_____	_____	_____
Son	_____	_____	_____
Daughter	_____	_____	_____
Daughter	_____	_____	_____

24. DRIVING RECORD

Traffic Citation or Accident _____ Date _____

Traffic Citation or Accident _____ Date _____

Traffic Citation or Accident _____ Date _____

25. CRIMINAL HISTORY

Arrest or Criminal Summons _____ Date _____

Arrest or Criminal Summons _____ Date _____

Arrest or Criminal Summons _____ Date _____

WHY DO YOU WANT TO BE A DEPUTY?

By my signature on this application, I grant my permission to the Sheriff of Ascension , or his designee, to interview my present or prior employers, to make inquires into my criminal history, driving history, and credit history, and/or make whatever inquiries deemed necessary to any and all person(s), agency(s), etc. in order to verify and or to confirm the information I have provided on this application as a method of qualifying and or evaluating my ability to satisfactorily function in the capacity of a deputy Sheriff for the Ascension Parish Sheriff's Office. By my signature below, I do declare and attest that the information supplied on this application is true and correct to the best of my knowledge and belief, and I understand that any misrepresentation(s) herein shall give cause for the disqualification of and/or refusal to consider my application.

I further agree to hold harmless from any civil or criminal liabilities, the Ascension Parish Sheriff's Office, due to the outcome of these record and background checks.

Applicant's Signature

Date