



W.B. Freeman III

SHERIFF

MONROE COUNTY

145 L. Cary Bittick Drive

Forsyth, Georgia 31029

(478)994-7048

(478)994-7012

Employment Application

We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

Please Print

Position Applied for:	Date:
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Last Name:	First Name:	Middle Name :
Address:		
Telephone Number:	Email:	

Are you at least twenty (20) years of age ?	Yes	No
Have you applied with us before?	Yes	No
Have you been employed with us before?	Yes	No
Are you available to work shift work, nights, weekends, holidays or other times as required or asked?	Yes	No

Please read and sign the attached forms. You will be contacted in reference to the next phase of the hiring process. Questions in reference to hiring should be directed to Lt. Michael Clay 478-994-7048 Ext. 221 or mclay@monroecosherriffga.us.



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NOTICE

Effective immediately, Per Monroe County Sheriff's Office Policy P-101, Section VI, Subsection B, applicants for Deputy Sheriff with the Monroe County Sheriff's Office shall not be considered for hire if they have the following:

1. Tattoos on the hands, neck or face. Tattoos that depict nudity, profanity, racially offensive words or images, gang symbols or other offensive words or images
2. Brands, intentional scarring, and/or mutilation that is not able to be covered or concealed by the uniforms or work clothing. This includes, but is not limited to; foreign objects inserted under the skin, pierced, split or forked tongue, and/or stretched out holes in the ears.
3. Applicants shall not have any dental ornamentation. The use of gold, platinum, silver or other veneer caps for the purposes of ornamentation is prohibited. This includes designs, jewels, initials, etc.

All applicants will be screened for the above listed items prior to accepting any application.

Applicants who express a willingness to have such items removed may do so, at their own expense. Applicant will be screened afterwards and may be re-considered for hire.

Failure to follow all instructions, including the proper filling out of this application, will result in the application being rejected.

Applicant Signature _____



Date _____





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NOTICE NOTICE NOTICE NOTICE

APPLICATIONS

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ALL PERSONS APPLYING FOR A DEPUTY/JAILER POSITION
MUST BE Twenty (20) YEARS OF AGE OR OLDER, ARE REQUIRED TO ATTEND AND
PASS JAILER SCHOOL WITHIN SIX (6) MONTHS OF BEING HIRED.

ALL APPLICANTS FOR DEPUTY SHERIFF/JAILER MUST PASS A
PHYSICAL FITNESS TEST WHICH INCLUDES THE FOLLOWING:

1. BENCH PRESS 84% OF YOUR BODY WEIGHT.
2. PERFORM 31 SIT-UPS IN ONE (1) MINUTE.
3. PERFORM 29 PUSH-UPS IN ONE (1) MINUTE.
4. PERFORM A VERTICAL JUMP OF 16".
5. PERFORM A 300m (112 yd.) SPRINT IN LESS THAN 68 sec.
6. PERFORM A 1.5 MILE RUN IN LESS THAN 16 min – 15 sec.

APPLICANTS FOR SECRETARIAL, COMMUNICATIONS, OR OTHER CIVILIAN
OFFICE JOBS ARE NOT REQUIRED TO TAKE THE FITNESS TEST BUT MUST PASS
ALL OTHER TESTS.

ALL APPLICANTS MUST PASS A POLYGRAPH TEST, PSYCHOLOGICAL TEST,
STRICT BACKGROUND INVESTIGATION AND DRUG SCREENING BEFORE BEING
HIRED.

**PERSONS WHO HAVE USED ILLEGAL DRUGS OTHER THAN MARIJUANA IN
THE PAST 10 YEARS NEED NOT APPLY AS THIS IS A DISQUALIFYING ACTION.
(marijuana --- past year)**

PERSONS WITH ANY FELONY CHARGE OR CONVICTION INCLUDING FAMILY
VIOLENCE NEED NOT APPLY.

IF REASONS FOR REJECTION CANNOT BE CORRECTED, THOSE APPLICANTS
MAY BE ELIMINATED AFTER THE INITIAL INTERVIEW.

ALL OTHER APPLICANTS MAY RE-APPLY DURING ANOTHER RECRUITMENT
PERIOD, AFTER A SIX (6) MONTHS WAITING PERIOD.

Applicant Signature _____

Date _____





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The Monroe County Sheriff's Office is committed to insuring that all individuals are given an equal opportunity for employment regardless of race, sex, creed, color, age, religion, national origin, or physical impairment.

It is expected that all employees administering the elements of the selection or promotion process shall do so in a manner consistent with this policy. To insure equal opportunity for employment, the following steps shall be taken:

1. All advertising and recruitment literature shall state that the Monroe County Sheriff's Office is an Equal Opportunity Employer;
2. Advertising will be done so that the job offering receives maximum exposure to all interested persons;
3. Testing times and/or locations may be varied to allow flexibility in testing opportunities;
4. When requested, application materials and schedules will be furnished by mail;
5. Promptly investigate and address any allegation of disparate effect in the policies, practices and procedures of the Sheriff's Office;
6. Promptly investigate and address any cases of harassment of or by employees;
7. Only validated, useful and job related testing materials shall be used in the selection process;
8. At least annually, review the procedures, policies and practices for their impact on utilization and employment of minorities;
9. Any other steps identified as particularly helpful in assuring equal employment opportunity for women and minorities interested in the Monroe County Sheriff's Office.

Signature

Date

