

Instructions to Applicant

The information you provide in this Personal History Statement will be used in the background investigation to assist in determining your suitability for the position of Deputy Sheriff as a Corrections Officer in accordance with TCI (Tennessee Corrections Institute) minimum standards which are:

- Be **18 Years of Age** at the time of application
- Be a U.S citizen
- Have a Valid Driver's License
- Have a High School Diploma or Educational Equivalent (GED)
- Complete the Criminal History Form & Provide a Fingerprint Sample
- Pass a Physical and Psychological Examination
- Submit & Pass a Pre-Employment Drug Screening Test

You are responsible for:

- Completing this form and providing all required information
- If you are filling out a printed copy of this form, neatly print in blue or black ink only.
- You must respond to all items and questions. If a question does not apply to write "N/A" (not applicable) in the space provided for your response.
- If you need more space for any response, use additional blank pages ensuring that you identify the item you are providing continuing information for.
- Providing all requested information back to age 18
- **ALL WAIVER / RELEASE OF INFORMATION FORMS MUST BE COMPLETED AND SIGNED IN FRONT OF THE NOTARY PUBLIC**

Disqualification

There are very few **automatic** bases for rejection. Even issues of prior misconduct, such as prior illegal drug use, driving under the influence, theft, or even arrest or conviction are usually not, in and of themselves, automatically disqualifying. However, **deliberate misstatements or omissions** can and often will result in your application being rejected, regardless of the nature or reason for the misstatements/omissions. In fact, the number one reason individuals "fail" background investigations is because they deliberately withhold or misrepresent job-relevant information from their prospective employer.

BOTTOM LINE: You are responsible for providing complete, accurate, and truthful responses.

Disclosure of Medically-Related Information

In accordance with the U.S. Americans with Disabilities Act, the Genetic Information Nondiscrimination Act (GINA), and the Tennessee Fair Employment and Housing Act, applicants are not expected or required to reveal any medical or other disability-related information about themselves or their family members in response to questions on this form.

I have read and I understand the above instructions.

Signature: _____

Date:
