

CANYON COUNTY SHERIFF DISPATCH  
Qualification/Willingness Questionnaire

This questionnaire contains statements concerning operations within the Dispatch Center. Read each statement and indicate your willingness to proceed. Marking "YES" indicates your willingness to work as required.

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|----|------------------------------|-----------------------------|--|
| 1. | <input type="checkbox"/> YES | <input type="checkbox"/> NO | I am willing to work in a disciplined law enforcement environment and to carry out lawful orders even if I may not agree with them.  |
| 2. | <input type="checkbox"/> YES | <input type="checkbox"/> NO | I am willing to take instruction and follow/abide by the Canyon County Employee Handbook, Canyon County Sheriff's Office Policy Manual and Detention Center Policy/Procedure Manual. |
| 3. | <input type="checkbox"/> YES | <input type="checkbox"/> NO | I am willing to work twelve (12) hour shifts and in case of emergency, or at the direction of a supervisor, work more than a full shift.   |
| 4. | <input type="checkbox"/> YES | <input type="checkbox"/> NO | I am willing to work day shift or night shift or a combination of both.  |
| 5. | <input type="checkbox"/> YES | <input type="checkbox"/> NO | I am willing to work weekends, holidays and overtime as directed.  |

All applicants will be subject to an extensive personal background investigation as a prerequisite to employment. Furthermore, any falsifications, omissions, deletions or intentional acts of deceit may be grounds for disqualification and/or termination from employment.

Your signature certifies that you have read all preceding statements and your responses are true to the best of your knowledge.

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

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

Authorization for release of personal information and for disclosure of  
background investigation.

I \_\_\_\_\_, do hereby voluntarily authorize a review of and full disclosure of all records concerning myself to any authorized agent of the Canyon County Sheriff's Office, whether the said records are of a public, private or confidential nature. This shall include, but not limited to, polygraph information. I consent to the use of electronic audio and visual recording devices during meetings with Canyon County Sheriff's Office agents.

The intent of this authorization is to give my consent for full and complete disclosure of the records of educational institutions; financial or credit institutions, including records of loans, the records of commercial or retail credit agencies (including credit reports and/or ratings); and other financial statements and records wherever filed; medical and psychiatric treatment and/or consultation, including hospitals, clinics, private practitioners, and the U.S. Veteran's Administration; employment and pre-employment records, including background reports, efficiency ratings, complaints or grievances filed by or against me and the records and recollections of attorneys at law, or of other counsel, whether representing me or another person in any case either criminal or civil, in which I presently have, or have had an interest.

I understand that any information obtained by a personal history background investigation, however obtained or developed, will be considered in determining my suitability for employment by the Canyon County Sheriff's Office. I also certify that any person(s) who may furnish such information shall not be held accountable for giving this information; and I waive any and all claims against such person(s) for providing information.

I personally waive any future access to my background investigation information, including but not limited to reference responses, communications, background report, polygraph notes or report, testing material, and any psychological evaluation. Additionally, I understand that the Idaho Public Records Act and the Federal Bureau of Investigation prohibit disclosure of certain records pursuant to Idaho Code Title 74 and U.S. Code § 28 CFR 20.33 (2024).

In the event that this background investigation finds unethical, dishonest, or illegal conduct or I disclose such conduct, I hereby give the Canyon County Sheriff's Office permission to disclose the findings and results of this background investigation to my current employer or law enforcement authorities including peace officer certification councils. I understand that this disclosure may result in adverse consequences for me in my current job, including but not limited to, termination from employment, negative references for future employment, and possible criminal prosecution. I understand that the Canyon County Sheriff's Office, in its sole discretion, will determine whether there has been any unethical, dishonest, or illegal conduct. I agree to hold the Canyon County Sheriff's Office harmless from any and all claims made by me as a result of this release of information.

A photocopy of this release form will be valid as an original thereof, even though the photocopy does not contain an original signature.

\_\_\_\_\_ appeared before

Me this \_\_\_\_ day of \_\_\_\_\_, 202\_ and

Signed the instrument to which my seal is affixed:

Notary Signature: \_\_\_\_\_

My commission expires: \_\_\_\_\_

\_\_\_\_\_

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

Address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

## CRIMINAL CONVICTION DISCLOSURE

A background investigation may be conducted by Canyon County when reviewing applicants for law enforcement positions, positions in departments or offices that provide support to law enforcement or other positions where a criminal conviction may be relevant to the work. Criminal convictions will not be reviewed in the initial evaluations of applicants except where a conviction would disqualify an applicant from employment by law. The implications of a conviction may be assessed for a particular hiring decision including, but not limited to, the nature of a criminal conviction, its relationship to the job, and the amount of time that has passed since the crime was committed. A conviction does not necessarily preclude employment or disqualify an applicant from consideration; however, any misrepresentations, omissions, or falsifications will also be considered.

Have you ever been convicted of any offense against the law as an adult? If your answer is "yes," list details in the space provided below. Yes \_\_\_\_\_ No \_\_\_\_\_

Nature of conviction, date of conviction, location of conviction:

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DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Applicant Signature

Last Name, First Name, Middle Initial  
(please print)

STATE OF \_\_\_\_\_ )

ss.

County of \_\_\_\_\_ )

On this \_\_\_\_\_ day of \_\_\_\_\_, in the year 20 \_\_\_\_, before me \_\_\_\_\_  
(Notary's Name)

Personally appeared \_\_\_\_\_, and proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument, and acknowledge the he (she) executed the same.

Signature of Notary: \_\_\_\_\_

Notary Public for: \_\_\_\_\_

Residing at: \_\_\_\_\_ My Commission Expires: \_\_\_\_\_

## **Canyon County Sheriff's Office Employment Disqualifiers**

Listed below are a number of behaviors which **may** disqualify an applicant from consideration for employment.

### **Involvement with Illegal Drugs**

- **Automatic disqualification** for use of marijuana / THC, regardless of its form, within the last one (1) year. This includes the use of cannabis, hashish, hash oil, and THC in both synthetic and natural forms<sup>1</sup>.
- **Automatic disqualification** for use of any other illegal drug in the past five (5) years.
- Unlawful prescription drug use in the past three (3) years.<sup>1</sup>
- Any illegal intravenous drugs use.
- Manufacturing, selling, offering to sell, distribution or transporting for sale any illegal drugs within the past five (5) years.
- All drug use and involvement will be considered on a case by case basis.

### **Driving Record**

- **Automatic disqualification** for misdemeanor DUI conviction in the past two (2) years or two (2) or more in the past five (5) years.<sup>1</sup>
- Five (5) or more moving traffic violations in the past three (3) years.
- Driving Without Privileges (DWP) in the past two (2) years.
- Found guilty of failing to have liability insurance in the past three (3) years.

### **Criminal Record**

- **Automatic disqualification** for a conviction of any felony crime unless under eighteen (18) and ten (10) or more years prior to application submittal.<sup>1</sup>
- **Automatic disqualification** for conviction of misdemeanor sex crime or crime of deceit within five (5) years of application submittal.<sup>1</sup>
  - o Willful concealment and petit theft convictions may be exception to five (5) year requirement.
- Any misdemeanor conviction for crimes involving domestic battery or violence, child abuse, stalking, or voyeurism.
- All other misdemeanor convictions within five (5) years of application submittal.

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<sup>1</sup> <sup>1</sup> Requirement of the Idaho Peace Officer Standards & Training (POST) Council (IDAPA 11.11.01)

## **Personal Conduct**

- Omitting or deliberately lying on the application, background, or during any stage of the hiring process.
- Work history showing a pattern of unexcused absences, discipline or termination.
- Your driving history showing a continuing pattern of poor decision making.
- Poor judgment in your financial affairs. (Ex. Bankruptcy, collections, ect.)

## **Note:**

- Some positions require a valid driver's license.
- Detention Deputy applicants must be at least eighteen (18) years of age.
- Patrol Deputy applicants must be at least twenty-one (21) years of age.
- All other applicants must be at least eighteen (18) years of age.
- Applicants must provide GED, high school and or college transcripts.

## **TYPING TEST FOR LATERAL DISPATCHER/CALL TAKER AND CUSTOMER SERVICE SPECIALIST REQUIRED**

Applicants for Lateral Dispatcher, Dispatch Call Taker or Customer Service Specialist must submit a typing test with the application assuring typing proficiency of at least thirty (30) words per minute. Typing tests may be obtained on-line at: [www.typingtest.com](http://www.typingtest.com) or at Job Service.