

IOWA DEPARTMENT OF PUBLIC SAFETY



Pre-Employment Questionnaire Applicants for Sworn Peace Officer Positions

Level 1

The information from this form will be utilized throughout the entire selection process.

The personal characteristics of honesty and integrity are crucial for law enforcement officers. All applicants must answer the following questions and initial each page.

Peace officer applicants with the Iowa Department of Public Safety must consent to a pre-employment polygraph examination.

Please **type** or **print** legibly.

NAME: _____

DATE OF BIRTH: _____ SOCIAL SECURITY #: _____

ALL QUESTIONS MUST BE ANSWERED
HONESTLY AND TRUTHFULLY.
Yes - answers must be explained

GENERAL HISTORY:

YES NO

- ☐ ☐ 1. Have you ever been asked to take a polygraph examination? If yes, explain:

**Requires Written
Response**

2. How do you feel about polygraph examinations? Explain:

- ☐ ☐ 3. Have you ever been subpoenaed in any court proceeding? Explain:

- ☐ ☐ 4. Have you ever been party to a protection order either as the subject of or the protected party? Explain: _____

- ☐ ☐ 5. Have you ever been called to testify, be questioned, interviewed or deposed in a criminal or civil matter? Explain: _____

- ☐ ☐ 6. Has anyone ever been injured as a result of your actions? Explain:

- ☐ ☐ 7. Have you ever been barred or trespassed from any property/location? Explain:

- ☐ ☐ 8. Have you ever received a pardon? Explain: _____

- ☐ ☐ 9. Have you ever received a deferred judgment or deferred prosecution on any matter Explain: _____

General History - continued

YES NO

☐ ☐ 10. List all professional licenses, permits, certifications (i.e. pilot, medical, accounting, financial, insurance). Have any of these been cancelled for any reason? Explain: _____

☐ ☐ 11. Have you ever caused the death of a person? Explain: _____

☐ ☐ 12. Have you ever caused a person to be hospitalized? Explain: _____

☐ ☐ 13. Have you ever participated in or committed domestic abuse, child abuse or dependent adult abuse? Explain: _____

☐ ☐ 14. Have you ever participated in or committed any crime when a weapon was used? Explain: _____

15. Have you ever committed or participated in any of the following illegal acts:

☐ ☐ a. Unlawful sex involving a minor, forced sex, incest, bestiality, etc.? Explain: _____

☐ ☐ b. Steal anything in your entire life, including shoplifting? Explain: _____

☐ ☐ c. Possessed any stolen property or property you thought could be stolen? Explain: _____

☐ ☐ d. Steal a motor vehicle? Explain: _____

☐ ☐ e. Steal anything from someone's home? Explain: _____

☐ ☐ f. Forcibly steal from a person? Explain: _____

☐ ☐ g. Murder? Explain: _____

☐ ☐ h. Manslaughter? Explain: _____

☐ ☐ i. Counterfeiting? Explain: _____

☐ ☐ j. Arson? Explain: _____

General History - continued

YES

NO

☐ ☐ k. Sabotage/vandalism? Explain: _____

☐ ☐ l. Blackmail? Explain: _____

☐ ☐ m. Purse snatching? Explain: _____

☐ ☐ n. Robbery? Explain: _____

☐ ☐ o. Prostitution? Explain: _____

☐ ☐ p. Pimping? Explain: _____

☐ ☐ q. Bribery? Explain: _____

☐ ☐ r. Assault? Explain: _____

☐ ☐ s. Kidnapping? Explain: _____

☐ ☐ t. Child stealing? Explain: _____

☐ ☐ u. Extortion? Explain: _____

☐ ☐ v. Burglary? Explain: _____

☐ ☐ w. Fraud? Explain: _____

☐ ☐ x. Weapons violation? Explain: _____

☐ ☐ y. Perjury? Explain: _____

☐ ☐ z. Forgery? Explain: _____

☐ ☐ aa. Written "no account" checks? Explain: _____

☐ ☐ 16. Have you been involved in any fight since age 16? If yes, how many? Explain: _____

☐ ☐ 17. Were you ever involved in a fight where weapons were used? Explain: _____

General History - continued

YES NO

☐ ☐ 18. Has anyone ever tried to blackmail you? Explain:

☐ ☐ 19. Have you ever participated in a break in? Explain: _____

☐ ☐ 20. Have you ever participated in a crime or been an accomplice to a crime, either before or after the fact, without taking part in the criminal act? Explain:

☐ ☐ 21. Do you now or have you ever owed any illegal gambling debts? Explain:

☐ ☐ 22. Do you now or have you ever owed any bar debts?
Explain: _____

☐ ☐ 23. Have you ever sold, given, and/or furnished confidential government information to unauthorized individuals? Explain: _____

**Requires Written
Response**

24. What is the most serious crime you have ever committed? Explain:

☐ ☐ 25. Have you ever been sued?
Explain: _____

**Requires Written
Response**

26. What is the most expensive item you have ever stolen from anyone? Explain:

☐ ☐ 27. Have you ever knowingly bought or sold any stolen items? Explain:

DRUG HISTORY: Any applicant who is discovered to have misrepresented his/her drug history in completing the application will be **found unsuitable for employment.**

YES

NO

☐☐

1. Have you ever been arrested for any drug violation? Explain:

☐☐

2. Have you used marijuana within the last two years? Last date used: _____

☐☐

3. Have you used marijuana more than a total of 15 times in your life? Explain:

☐☐

4. Have you ever used any other illegal drug at all in the past 10 years (including anabolic steroids after February 27, 1991)? Explain:

☐☐

5. Have you used any other illegal drug more than a total of five times in your life (including anabolic steroids after February 27, 1991)? Explain:

☐☐

6. Have you ever used an illegal drug (no matter how many times or how long ago) while in a law enforcement, public safety or prosecutorial position, or in a position which carries with it a high level of responsibility or public trust? Explain: _____

☐☐

7. Have you ever unlawfully sold any type of drug(s)? Explain:

☐☐

8. Have you ever unlawfully bought any type of drugs? Explain:

DRIVING RECORD:

YES NO

☐☐

1. Have you ever been licensed under a name, other than what you are currently using? If yes: what name, state, and year?

Requires Written
Response

2.

- List all of the states in which you have been issued a driver's license:

Requires Written
Response

3.

- How many traffic violations have you had in the last 3 years? Explain:

☐☐

4. Has your driver's license ever been suspended, denied, revoked or cancelled? If yes, explain, give specific date and state.

Requires Written
Response

5.

- Do you have any unpaid traffic tickets? Explain:

☐☐

6. Have you ever been involved in a motor vehicle accident as a driver? If yes, when?

Explain:

☐☐

7. Have you ever been sued as the result of a traffic accident? Explain:

☐☐

8. Have you ever been involved in a hit and run accident? Explain:

☐☐

9. Have you ever operated a motor vehicle, boat, snowmobile, or all-terrain vehicle while under the influence of alcohol or drugs? If yes, how many times in the last year? Explain:

☐☐

10. Have you ever been convicted of operating a motor vehicle while under the influence of alcohol or drugs? Explain:

☐☐

11. Have you ever had your license taken away for refusal to be tested for driving under the influence of alcohol or drugs? Explain:

EMPLOYMENT HISTORY:**YES****NO**

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Have you omitted any place(s) of employment as required on your application?
Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Have you ever been fired from any job or been asked to resign rather than being fired? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Have you ever had employment-related disciplinary action taken against you?
Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 4. Have you ever walked off a job when angry or under pressure? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Have you ever quit a job without giving notice? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Have you ever been turned down by a bonding company? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Have you ever stolen cash from any employer regardless of the amount?
Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Have you ever stolen anything other than cash from an employer? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Have you ever served in the Armed Forces? If yes, identify branch and job classification: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Have you ever owned a business? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Have you ever been involved with the management or operation of a business?
Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. List any group, firm, corporation or any other business in which you or your spouse have an ownership of more than 5%: _____ |

Employment History - continued

YES NO

- ☐ ☐ 13. Have you ever applied for an alcoholic beverage license? Explain:

- ☐ ☐ 14. _____

- ☐ ☐ 15. Do any of the persons listed under the relatives section of your application own a business? If yes, explain: _____

DRINKING HABITS:

YES NO

- ☐ ☐ 1. Have you ever been intoxicated in a public place? Explain:

- ☐ ☐ 2. Have you ever operated a motor vehicle, boat, snowmobile, or all-terrain while under the influence of alcohol or drugs? Explain:

GENERAL INFORMATION:

YES NO

- ☐ ☐ 1. Are you aware of any reason why you cannot perform the essential functions of a peace officer with or without a reasonable accommodation as stated in the Americans with Disabilities Act of 1990? Explain:

- ☐ ☐ 2. Do you feel it is necessary for all peace officers applicants to be honest? Explain:

- ☐ ☐ 3. Did you answer all questions truthfully and accurately?

If no, explain:

- ☐ ☐ 4. Are you aware of anything about yourself that you feel may disqualify you for this job? Explain:

- ☐ ☐ 5. If applicable, are you current on your child support payments? If no, explain:

☐☐

6. Have you ever lied to obtain a driver's license or state ID? Explain:

☐☐

7. Do you have a USA passport? If yes, please provide your passport number:

☐☐

7a.

If yes, have you traveled outside the USA in the last 10 years? Explain below:

Country Visited	Reason for Visit	Dates	Individuals Contacted (excluding tourism)

**THIS SECTION TO BE COMPLETED BY PRESENT OR FORMER
LAW ENFORCEMENT/FIREFIGHTER or PUBLIC SAFETY PERSONNEL ONLY**

In conjunction with your duties as a law enforcement officer, public safety official or firefighter:

YES NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 1. Have you ever solicited or accepted a bribe? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 2. Have you ever solicited or accepted a gift over \$3.00? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 3. Have you ever stolen from a person in custody? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 5. Other than evidence, have you ever taken anything from a crime or fire scene?
Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 6. Have you ever discharged a firearm, other than for hunting, target practice or
weapon qualification? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 7. Have you ever stolen anything from a law enforcement or fire agency, including
found items and/or evidence? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 8. Have you ever improperly disclosed information on a case? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 9. Have you ever had a disciplinary action taken against you? Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 10. Have you ever been suspended from a job, with or without pay?
Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 11. Have you ever done anything for which you could have been fired or suspended?
Explain: _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | 12. Have you ever used an illegal drug while serving in a law enforcement, public
safety or prosecutorial position, or in a position which carries with it a high level
of responsibility or public trust?
Explain: _____ |

I hereby swear and affirm that each statement and all information provided in this questionnaire are COMPLETE, TRUE, and ACCURATELY recorded. I understand that providing FALSE, MISLEADING and/or INCOMPLETE information on this questionnaire is grounds for exclusion from the selection process or discharge if discovered subsequent to employment.

(Applicant Signature)

(Date)



STATE OF IOWA

CREDIT HISTORY DISCLOSURE AUTHORIZATION AND CONSENT FORM

PLEASE READ CAREFULLY

DISCLOSURE

This document serves solely as a clear and conspicuous written disclosure as required by the Federal Fair Credit Reporting Act set forth in Section 604 (b) to the applicant that a credit history check may be obtained for the purpose of this employment/licensing application. By the signature below, the applicant acknowledges that the Iowa Department of Public Safety, Division of Criminal Investigation and **AccuSource, Inc.** have made this disclosure.

APPLICANT AUTHORIZATION AND CONSENT FOR RELEASE OF INFORMATION

This release and authorization acknowledges that **Iowa Division of Criminal Investigation** may now, or any time while I am employed/licensed, conduct a verification of my credit history to fulfill the job and/or licensing requirements. The results of this verification process will be used to determine employment/ licensing eligibility for the position/license applied for. In the event that information from the report is utilized in whole or in part in making an adverse action decision with regard to your potential employment/ licensing, before making the adverse decision, we will provide you with a copy of the consumer report and a description in writing of your rights under the law. I authorize **AccuSource, Inc.** at 1240 E. Ontario Avenue, Suite 102-140, Corona, California 92881, 951-734-8882, customerservice@accusource-online.com, www.accusource-online.com, and any of its agents, to disclose orally and in writing the results of this verification process to the designated authorized representative **Iowa Division of Criminal Investigation. Contact AccuSource, Inc., if you want to receive a copy of our Information Security Policy.**

I have read and understand this disclosure, and I authorize the credit history verification.

I authorize persons and other organizations and Agencies to provide **AccuSource, Inc.** with all information that may be requested. I agree that any copy of this document is as valid as the original. According to the Federal Fair Credit Reporting Act, I am entitled to know if employment/licensing was denied based on information obtained through the credit history verification process.

CONFIDENTIAL INFORMATION FOR POSITIVE IDENTIFICATION PURPOSES ONLY

Applicant Last Name	First Name	Middle Name
List Other Names Used	Date of Birth (For Identification only)	Social Security Number
Current Address	City/State/Zip	Dates
Previous Address	City/State/Zip	Dates
Previous Address	City/State/Zip	Dates
Applicant's Signature	Today's Date	← RELEASE MUST BE SIGNED

- ☐ *I understand my credit report will be pulled from TransUnion and wish to receive a copy of the Credit Report from TransUnion directly. (California, Oklahoma, Minnesota residents only).*