



# ROBERTS COUNTY SHERIFF'S OFFICE

11924 BIA Hwy 700, Sisseton, SD | PO Box 937

The Office of Sheriff Tyler Appel



FAIRNESS

INTEGRITY

RESPECT

EXCELLENCE

## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ DOB: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO

Have you ever worked for this company? YES  NO  If yes, when? \_\_\_\_\_

Have you ever been convicted of a felony? YES  NO

If yes, explain: \_\_\_\_\_

### Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Diploma: \_\_\_\_\_

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

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

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

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

### References

*Please list three professional references. Do not list former employers or relatives.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

### Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Job Title: \_\_\_\_\_ Starting Salary:\$ \_\_\_\_\_ Ending Salary:\$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES NO

**Military Service**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge.*

*I understand and agree that any misrepresentation by me in this application will be sufficient cause or rejection of this application and/or termination of employment if I am hereafter employed by Roberts County. Furthermore, if I am hired, I understand that I am free to resign at any time by submitting a written notice two weeks in advance to the Department head or the Roberts County Commission. Roberts County reserves the right to terminate my employment at any time by giving two weeks written notice of intended action. I understand that no representative of Roberts County has authority to make any representations or assurances to the contrary. I understand that I may be requested to submit to a test to detect the current illegal use of drugs and if the test results identify that I am a current illegal user, I will not be eligible for employment by Roberts County. I further understand that I have the right to refuse to submit to such tests or to consent to such tests of my own free will. I authorize Roberts County to make a thorough investigation and background check of my past employment, education, and job-related activities. To the extent permitted by law. I release Roberts County from any liability which might result from making such investigation and I also release from any liability all*

*persons and entities supplying such information. I acknowledge that Roberts County is an equal opportunity employer and that Roberts County does not discriminate in employment. I understand that no question on this application is used for the purpose of limiting or excluding Roberts County's consideration of me for employment on a basis prohibited by federal, state, or local information prohibited by federal, state, or local law. I understand that Roberts County will consider this application to contain current information for a period of only sixty days. All job openings will be advertised in the County's designated newspapers. I understand that no person shall hire in a position where he or she shall be supervised by or receive supervision from a relative as defined by brother, sister, mother, father, son, daughter, grandson, granddaughter, or any of the preceding who are in that capacity as in-laws, or any other member of the prospective employee's household*

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

**Return your application in one of the following ways:**

**Deputy Sheriff Eligibility List & Correctional Officer Openings** – Deputy Trevor Mishler | Email: [Tmishler@robertsco.org](mailto:Tmishler@robertsco.org)

**911 Dispatcher Openings** – 911 Coordinator Alexis Johnson | Email: [911@robertsco.org](mailto:911@robertsco.org)

*OR*

Mailing: Roberts County Sheriff's Office

Attn: (List appropriate contact – See above)

P.O. Box 937

Sisseton, SD 57262