

**ALL SECTIONS MUST BE COMPLETED** or the form may not be processed.

**Section I: Personal-** All sections must be completed. **If a section does not apply put N/A.**

1. Your Full Name					
Last	First	Middle	Maiden		
2. Other names and last names you have used or been known by.					
3. Address where you currently reside					
Number/Street				Apt/Unit	
City			State	Zip	
4. Contact Numbers					
Home ( )		Work ( )		Cell ( )	Other ( )
5. Contact Email					
6. Birthplace					
City		County		State	Country
7. Birthdate (MM/DD/YYYY)				8. Social Security #	
9. Driver's License					
Number		State	Expires:		Class:
10. Physical Description					
Height:	Weight:	Hair color:	Eye color:	Gender:	Race:

**Section II: Military Service-** All sections must be completed. **If a section does not apply put N/A.**

1. Have you or are you currently serve in the military?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you answered "yes" to question #1 please completed question #2- 5 below.				
2. Branch of Service		From (MM/DD/YYYY)	To (MM/DD/YYYY)	
3. Type of Discharge:				
<input type="checkbox"/> Entry Level		<input type="checkbox"/> Honorable		<input type="checkbox"/> General
<input type="checkbox"/> Bad Conduct		<input type="checkbox"/> Dishonorable		<input type="checkbox"/> OTH (other than honorable)
Re-entry code (1-4) if applicable – refer to DD-214:				
4. If you had a discharge other than honorable in question 3 please explain (include dates and circumstances).				
5. Have you ever been the subject of any judicial or non-judicial disciplinary action?				
			<input type="checkbox"/> Yes	<input type="checkbox"/> No

**Section III: Commissions/Licensures-** All sections must be completed. **If a section does not apply put N/A.**

1. Are you currently commissioned as a peace officer?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please list the commissioning agency.			
2. Do you have any special licenses?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please list the licensing authority, original date of issue and expiration.			

**Section IV: Criminal Background-** All sections must be completed.

Legal disclaimer: Convictions and/or adjudications of some misdemeanors and felonies may preclude applicants from serving in certain positions with the Bexar County Juvenile Probation Department (Department). Please be advised that all information furnished in an application and any attachments may be verified by the Department and providing false and/or misleading information on an application or any information that you have provided the Department may result in disqualification and/or termination.

Please answer yes or no to the following questions and initial:

1. Have you had a felony conviction against the laws of this state, another state, or the United States within the past <b>10 years</b> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
2. Have you had a deferred adjudication for a felony against the laws of this state, another state or the United States within the past <b>10 years</b> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
3. Are you currently on felony probation or parole?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
4. Have you had a jailable misdemeanor conviction against the laws of this state, another state, or the United States within the past <b>5 years</b> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
5. Have you had deferred adjudication for a jailable misdemeanor against the laws of this state, another state, or the United States within the past <b>5 years</b> ?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
6. Do you have a current misdemeanor probation or parole?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
7. Are you a registered sex offender under chapter 62 of the Texas Code of Criminal Procedures?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
8. Have you completed parole, probation or deferred adjudication within the past 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
9. Have you been alleged to have engaged in sexual abuse in a prison, jail, lockup, community confinement facility, juvenile facility, or other institution (42 U.S.C. 1997)?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
10. Have you been convicted of engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
11. Have you been civilly or administratively adjudicated for engaging or attempting to engage in sexual activity in the community facilitated by force, overt or implied threats of force, or coercion, or if the victim did not consent or was unable to consent or refuse?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials
12. Have you been civilly or administratively adjudicated, disciplined or had any government issued license revoked or suspended for having engaged in conduct defined as sexual harassment towards a youth under the age of 18?	<input type="checkbox"/> Yes <input type="checkbox"/> No _____ Initials

If you have answered yes to questions 1 – 12 please provide details below to include: date, arresting agency, and nature of conviction, allegation or disposition. Attach additional paperwork if necessary.

I certify the information given herein is true and complete to the best of my knowledge. I hereby authorize Bexar County Juvenile Probation Department (BCJPD) to check my criminal background for purposes of evaluating whether I am qualified for the position for which I am applying. I authorize all law enforcement agencies to release any records to BCJPD. I hereby release BCJPD from any liability or damage which may result from the obtained information.

Print Name	Signature	Date
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**Section V: Employment & Volunteer History** -All sections must be completed. *If a section does not apply put N/A.*

Legal disclaimer: Please be advised that all information furnished in an application and any attachments may be verified by the Department and providing false and/or misleading information on an application or any information that you have provided the Department may result in disqualification and/or termination.

Please answer yes or no to the following questions and initial:

1. Have you been employed at any other agencies/companies in addition to what you listed on your application where you worked with juvenile age youth (10 -17 year olds), security services, law enforcement or at an institutional facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No    _____ Initials
2. Have you ever volunteered or held an internship assignment at any other agencies/companies in addition to what you listed on your application where you worked with juvenile age youth (10 - 17 year olds), law enforcement or at an institutional facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No    _____ Initials

If you have answered yes to questions 1 and/or 2 please provide details below including agency/companies name, start and end dates, supervisor/volunteer coordinators name and phone number, and nature of what you did for the agency/company. Attach additional paperwork if necessary.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

I certify the information given herein is true and complete to the best of my knowledge. I hereby authorize Bexar County Juvenile Probation Department (BCJPD) to check my employment and volunteer history for purposes of evaluating whether I am qualified for the position for which I am applying. I authorize all agencies to release any records to BCJPD. I hereby release BCJPD from any liability or damage which may result from the obtained information.

Print Name	Signature	Date
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**Section VI: Acknowledgment** – All sections must be completed.

Legal disclaimer: I certify that the information given on the application and herein is true and complete to the best of my knowledge. I hereby authorize Bexar County Juvenile Probation Department (BCJPD) to investigate all statements and I understand that inaccurate, false and/or misleading information on an application or any information that you have provided the Department may result in disqualification and/or termination. I fully understand and agree to all of the following statements:

1. That neither BCJPD, nor Bexar County, nor the State of Texas will be liable for injuries sustained by me, or any other person, as a fault of my, or others, acting outside the scope of their job duties or authority.	_____ Initials
2. That I will abide by all policies, procedures, and practices of BCJPD regarding the confidentiality of information and security of children of Bexar County.	_____ Initials
3. I understand that children’s rights and records are protected under laws pertaining to confidentiality.	_____ Initials
4. I hereby agree that should any juvenile information, records, and/or cases that I view will not be discussed with anyone outside the scope of assigned job duties or authority. It is acknowledged that if a juvenile’s information is disclosed that it may be cause for immediate dismissal and/or possible court proceedings.	_____ Initials
5. I hereby acknowledge that I cannot be a commissioned Peace Officer and a certified Juvenile Probation and/or Supervision Officer at the same time.	_____ Initials

Print Name	Signature	Date
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**Section VII: Consent to Drug & Alcohol Test** – All sections must be completed.

1. I hereby acknowledge that I have been notified of BCJPD drug and alcohol test policy.	_____ Initials
2. I hereby acknowledge that a pre-employment drug screen is a term and condition of employment with BCJPD; if the drug test result is positive, I will be ineligible for employment. I understand that if I do not wish to be subject to a drug test, I can request to be removed from employment consideration.	_____ Initials
3. I hereby acknowledge that BCJPD reserves the right to conduct drug and alcohol tests of its employees for the presence of illegal drugs and alcohol. I understand that the drug and alcohol test policy is a term and condition of continued employment, and that if I do not wish to be subject to this policy, I may resign my position. Additionally, nothing about the policy changes my status as an at-will employee. BCJPD may fire me at any time for any reason.	_____ Initials
4. I consent to furnishing a sample for a drug and alcohol test by a BCJPD authorized vendor.	_____ Initials

I authorize BCJPD’s vendor or other testing facility to release any and all documents relating to any drug or alcohol test to BCJPD and/or to any governmental entity involved in a legal proceeding or investigation connected with the test.  
(BCJPD will maintain and protect the confidentiality of such information to the greatest extent possible; and that they will share such information only to the extent necessary to make employment decisions and to respond to inquiries or notices from government entities).

Print Name	Signature	Date
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Vendor: (circle one) Bexar County Clinic Concentra Clinics	Appointment Date:
	Appointment Time: