

APPLICATION FOR THE POSITION OF CORRECTIONAL OFFICER

WILL COUNTY SHERIFF'S OFFICE SHERIFF MIKE KELLEY

Eligibility Requirements:

- U.S. Citizen
- Must be 21 years of age
- Valid driver's license
- FOID card (apply for one if you don't have one)
- No felony or certain misdemeanor convictions from any jurisdiction
- Must be a resident of Will County within two (2) years after appointment

YOU MUST HAVE ONE OF THE FOLLOWING, PLEASE CHECK ONE:

- High school diploma/GED graduate OR
- Have a minimum of two (2) years full-time as a Correctional Officer or Police Officer experience on the same department (see page #3)

Are you currently certified as a Correctional Officer in Illinois? YES _____ NO _____

RETURN by mail or in person to:

Will County Merit Commission
16911 W. Laraway Road, Suite 201
Joliet, IL 60433
815-727-5680

MONDAY – FRIDAY 8AM-4PM
DROP BOX AT THE FRONT OF THE BUILDING
Questions: meritcommission@willcosheriff.org

Processing Fee - \$25.00 – Check or Money Order Only – FEE IS NON-REFUNDABLE

*****WE DO NOT ACCEPT CASH*****

Checks payable to: Will County Merit Commission

*Your fee must accompany your application, or it will be returned to you.

LAST: _____

FIRST, MIDDLE: _____

ADDRESS: _____ CITY, STATE, ZIP: _____

EMAIL ADDRESS: (PLEASE PRINT NEATLY IN ALL CAPS)
_____@_____

CELL NUMBER: ()	AGE:	DATE OF BIRTH:	MALE _____ FEMALE _____	COUNTRY OF BIRTH:
SOCIAL SECURITY NUMBER: (LAST 4 ONLY)	VETERAN: ____ YES ____ NO	DRIVER'S LICENSE NUMBER:		STATE ISSUED:
HEIGHT:	WEIGHT:	EYE COLOR:	HAIR COLOR:	U.S. CITIZEN: ____ YES ____ NO

NATURALIZATION CERTIFICATE NUMBER IF NOT BORN A U.S. CITIZEN: _____

HAVE YOU EVER APPLIED WITH THE WCSO? _____ YES _____ NO

IF YES, WHEN DID YOU APPLY? _____ POSITION _____

IF HIRED, FROM: _____ TO: _____

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HAVE YOU EVER BEEN ARRESTED OR CONVICTED OF ANY CRIMINAL ACTION AS AN ADULT?
YES _____ NO _____

IF YES, GIVE DATE(S), PLACE, AND COMPLETE DETAILS OF INCIDENT/OUTCOME:

HAVE YOU EVER BEEN SERVED WITH AN ORDER OF PROTECTION? YES _____ NO _____
IF YES, GIVE DATE(S), PLACE, AND COMPLETE DETAILS OF INCIDENT/OUTCOME:

HAVE YOU EVER RECEIVED A TRAFFIC TICKET SINCE YOU WERE 18 YEARS OF AGE? YES _____ NO _____
IF YES, GIVE DATE(S), PLACE, AND COMPLETE DETAILS OF INCIDENT/OUTCOME:

HAVE YOU EVER BEEN STOPPED FOR, ARRESTED, CITED, OR CHARGED WITH DRIVING UNDER THE
INFLUENCE OF ALCOHOL OR DRUGS AS AN ADULT? YES _____ NO _____
IF YES, GIVE DATE(S), PLACE, AND COMPLETE DETAILS OF INCIDENT/OUTCOME:

HAVE YOU EVER BEEN ARRESTED/BOOKED INTO THE WILL COUNTY ADULT DETENTION FACILITY?
YES _____ NO _____

IF YES GIVE DATE(S) AND COMPLETE DETAIL OF INCIDENT:

****PLEASE USE BACK OF PAGE IF NEEDED**

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HIGH SCHOOL/GED INFORMATION:

High school: _____

City/State: _____

GED: _____

Years completed: _____ Year of graduation: _____

**APPLYING WITH TWO (2) YEARS FULL TIME CORRECTIONAL
OFFICER OR POLICE OFFICER EXPERIENCE ON THE SAME
DEPARTMENT:**

Law enforcement employer: _____

Address: _____

Position: _____

Dates of hire: _____ TO _____

Immediate Supervisor: _____

Phone number: (____) _____

E-mail: _____@_____

****YOU WILL BE NOTIFIED VIA EMAIL WITH THE TEST INFORMATION ONCE YOUR APPLICATION HAS BEEN REVIEWED AND ACCEPTED.**

I certify that I have personally completed this application. That there is no misrepresentation, omissions, or falsifications in the foregoing statements and answers, and that entries made by me above are true, complete and correct to the best of my knowledge and belief and are made in good faith.

DATE

SIGNATURE OF APPLICANT