Part III – Legal and Driving Records

Before proceeding, please gather the following information:

1. Criminal History
2. Traffic Citation History
3. Accident Reports

Instructions: Please complete the following form, print when completed, and sign the document.

If you do not have access to a computer with a printer, please contact Shelly Rounds by email or by calling 605.773.4324.

SOUTH DAKOTA DIVISION OF CRIMINAL INVESTIGATION
SPECIAL AGENT I - PERSONAL DATA QUESTIONNAIRE – Part III of IV
Legal and Driving Records

INSTRUCTIONS

Please fill out this questionnaire completely and accurately. All statements in this questionnaire are subject to verification and may be used in polygraph testing. If more space is needed, add another page and identify additional information by question and page number. Please complete online or print in black ink.

Full Name: _____
First Middle Last

Email address: _____

Social Security No: _____

Home Telephone: _____ Work Telephone: _____

LEGAL

An affirmative response to any of the questions in this section will not automatically disqualify you. The employer will consider the type and seriousness of the incident, the frequency of incidents, your age at the time of the incident, the time elapsed since the incident, completion of any sentence, and other job-related criteria.

1. ☐ Yes ☐ No Have you ever been arrested for, convicted of, or pled guilty, no contest, or nolo contendre to any crime as an adult or as a juvenile (excluding traffic citations)?

If "YES", please supply the following information:

a. ***Type of Crime*** ***Approximate Date*** ***City/State*** ***Law Enforcement Agency***

Circumstances:

b. ***Type of Crime*** ***Approximate Date*** ***City/State*** ***Law Enforcement Agency***

Circumstances:

c. ***Type of Crime*** ***Approximate Date*** ***City/State*** ***Law Enforcement Agency***

Circumstances:

2. ☐ Yes ☐ No Have you ever been placed on court probation as an adult?

If "YES," please give details (include when, where, why, and the name of your probation officer):

3. ☐ Yes ☐ No Have you ever been reported to a law enforcement agency as a missing person or a runaway?

If "YES," please give details (include date, law enforcement agency, circumstances):

4. ☐ Yes ☐ No Are you now or have you ever been involved as a plaintiff or defendant in any civil court action?

If "YES," please give details (include when, where, name and location of court, and circumstances):

5. ☐ Yes ☐ No Have you ever applied for a permit to carry a concealed weapon?

If "YES," please provide the following information:

Permit granted: ☐ YES ☐ NO Date: _____

Name of law enforcement agency: _____ City: _____ State: _____

Purpose: _____

6. Have you ever been:

	YES	NO
Placed in a police lineup?	☐	☐
Placed on parole?	☐	☐
Placed in a jail?	☐	☐
Placed in a holding cell?	☐	☐
Placed in a juvenile correctional facility?	☐	☐

If "YES" to any of the above, please explain (include date and law enforcement agency):

7. Have you ever committed, contributed to or participated in any of the following crimes or offenses?
The question applies even though you may not have been arrested, convicted, caught, or apprehended.

	YES	NO
Murder		
Manslaughter		
Aggravated assault		
Battery		
Kidnapping		
Domestic abuse		
Child abuse		
Rape		
Statutory Rape		
Child molestation		
Sexual contact with a Minor		
Child pornography		
Sexual Exploitation of children		
Public indecency		
Prostitution		
Pimping		
Incest		
Burglary		
Criminal damage to property		
Vandalism		
Arson		
Criminal possession of explosives		
Vandalism		
Arson		
Criminal possession of explosives		
Illegal possession of firearms		
Illegal possession of sawed-off shotgun, machine gun, or silencer		
Theft		
Theft of motor vehicle, part,components		
Receiving stolen property		
Hit & run		
Shoplifting		
Armed robbery		
Forgery		
Credit card fraud		
Accessing computers for illegal purposes		
Bribery		
Impersonation of public officer or employee		

Obstruction of law enforcement officer		
Giving false information to law enforcement officer		
False report of a crime		
False report of a fire		
Escape		
Perjury		
Tampering with evidence		
Treason		
Advocating overthrow of government		
Riot		
Terrorist threats and acts		
Peeping Tom		
Unlawful eavesdropping		
Illegal gambling		
Illegal possession, trafficking, manufacture, distribution etc., of illegal drugs or marijuana		
Illegal use of a legal drug		
Intentional inhalation of intoxicants		
Driving on revoked driver's license		

If you answered “YES” to any of the above, please explain:

8. Have you ever:

	YES	NO
Stolen money or anything of value from an employer?		
Stolen any property from a fellow employee?		
Deliberately short-changed a customer?		
Deliberately destroyed any property of an employer?		

If “YES” to any of these questions, please explain (include dates and name of employer):

DRIVING RECORD

1. ☐ Yes ☐ No Do you have a current driver's license?

2. State: _____ Classification: _____ Drivers License Number: _____

3. Please list all traffic citations (including driving under the influence and driving while intoxicated) you have received (except parking violations):

Location (City/State)	***Approximate Date***	***Violation***	***Disposition***

4. ☐ Yes ☐ No Have you ever possessed a driver's license issued by any state other than South Dakota?
   If "YES", please explain (include state, type of license, and dates:

5. ☐ Yes ☐ No Have you ever obtained a driver's license under another name?
   If "YES", please explain.

6. ☐ Yes ☐ No Has your driver's license ever been suspended or revoked?
   If "YES", please explain.

7. ☐ Yes ☐ No Have you ever been refused a driver's license by any state?
   If "YES," please give details and the state.

8. ☐ Yes ☐ No Do you presently have or can you obtain automobile insurance?

9. ☐ Yes ☐ No Have you ever been refused insurance for any reason other than failure to pay a premium?
   If "YES", please explain (include company name, address, date, and reason.

10. ☐ Yes ☐ No Have you been involved as driver in a motor vehicle accident within the last 5 years? If "YES," please give details for each accident:

Accident Date: _____

Location: _____

Injury ☐ Non-Injury ☐ Police Investigation: ☐ Yes ☐ No

Police Agency: _____

Explanation:

Accident Date: _____

Location: _____

Injury ☐ Non-Injury ☐ Police Investigation: ☐ Yes ☐ No

Police Agency: _____

Explanation:

Accident Date: _____

Location: _____

Injury ☐ Non-Injury ☐ Police Investigation: ☐ Yes ☐ No

Police Agency: _____

Explanation:

Accident Date:

Location: _____

Injury ☐ Non-Injury ☐ Police Investigation: ☐ Yes ☐ No

Police Agency: _____

Explanation:

DRUGS

1. ☐ Yes ☐ NO Have you ever used, possessed, purchased, sold, distributed, trafficked, manufactured or grown illegal drugs or illegally used legal drugs?

If "YES," please explain fully (include type of drug, dates, quantity, and whether you used or possessed, purchased, sold, distributed, trafficked, manufactured or grew illegal drugs or illegally used legal drugs.

2. ☐ Yes ☐ No Have you ever owned or possessed any type of drug paraphernalia?

If "YES," please explain:

3. ☐ Yes ☐ No Have you ever illegally used anyone else's drug prescription?

If "YES," please explain:

4. ☐ Yes ☐ No Have you ever let anyone else use your drug prescription?

If "YES," please explain:

5. ☐ Yes ☐ No Have you ever forged, illegally bought, sold or stolen a drug prescription?

If "YES," please explain:

PRIOR CRIMINAL JUSTICE EMPLOYMENT HISTORY

If you were ever employed by a criminal justice or law enforcement agency, please answer the following questions.

		YES	NO
1.	Have you ever accepted a payoff?	☐	☐
2.	Have you ever stolen anything from anyone you arrested?	☐	☐
3.	Have you ever stolen anything at the scene of a burglary?	☐	☐
4.	Have you ever kept the property of someone you arrested?	☐	☐
5.	Have you ever carried a "throw down" weapon?	☐	☐
6.	Have you ever unlawfully entered a business?	☐	☐
7.	Have you ever stolen anything from a car that was, at your direction, towed in?	☐	☐
8.	Have you ever falsified an expense voucher?	☐	☐
9.	Have you ever received any type of gratuity for dropping a case or disposing of an arrest ticket?	☐	☐
10.	Have you ever tampered with evidence?	☐	☐
11.	Have you ever kept for personal use or for resale, any illegal drugs taken from someone who had been arrested, detained or questioned?	☐	☐
12.	Have you ever illegally destroyed a case file, computer record or official report?	☐	☐

13.	Have you illegally retained seized weapons or property?	☐	☐
14.	Have you ever intentionally falsified a case file, computer entry or official report?	☐	☐
15.	Have you ever planted evidence?	☐	☐
16.	Were you ever suspended from your job?	☐	☐
17.	Have you ever "tipped off" a friend, acquaintance or relative about an active investigation involving them?	☐	☐
18.	Have you ever "covered up" a criminal offense for a friend or relative?	☐	☐
19.	While employed in criminal justice work, have you used or sold marijuana, cocaine or other illegal drugs?	☐	☐
20.	Have you ever stolen anything from a crime scene?	☐	☐
21.	While being in criminal justice work, have you ever violated your oath of office?	☐	☐
22.	Have you ever been a party to a lawsuit as a result of your actions in the performance of your job?	☐	☐

If you answered “YES” to any of the these questions, please explain (include dates and name of agency).

Please print this questionnaire, answer all applicable questions, and submit using one of the following methods by February 26, 2016.
Email – John.Stewart@state.sd.us
Fax – 605-773-4344 – Attention John Stewart
Regular mail : PMB 0141-1, Bureau of Human Resources, 500 E Capitol Ave, Pierre SD 57501

ATTENTION - THIS STATEMENT MUST BE SIGNED

I understand that making a false or misleading statement or omitting relevant information during the application and selection process may be the basis for removal from the selection process, dismissal from employment, or other disciplinary action after I am hired. **Final candidates will be subject to a polygraph examination prior to appointment.**

I further understand that any employment tendered me will be contingent upon the results of a pre-employment screening and fitness examination.

I am aware that willfully withholding information or making false statements on this application can be the basis for removal from employment with the State of South Dakota.

I agree to these conditions and I hereby certify that my responses on this application are true and complete, to the best of my knowledge.

_____ _____

Signature of Applicant Date