

# Sebastian County Sheriff's Department

## Background Investigation Elimination Criteria

In addition to the State of Arkansas Minimum Requirements, the Sebastian County Sheriff's Department has established guidelines regarding certain elements of an applicant's personal history that, if present, would cause the background investigation to end and would eliminate an applicant from the hiring process. The reasons for dismissing an applicant during the background process may include, but are not limited to the following:

1. Fraudulent Statements — Any false statement knowingly made by any applicant or made at the request or with the knowledge, in any instrument which may accompany the application or any other document required to be completed during the selection process.
2. Any Felony conviction regardless of the date committed.
3. Any use of a prohibited substance or abuse of a controlled substance within the past 10 years. (excluding marijuana).
4. Any marijuana use within the past 3 years.
5. Any Domestic Abuse conviction regardless of the date committed. \*
6. Any misdemeanor battery, assault, or terroristic threatening conviction within the past 5 years. \*
7. Any DWI conviction within the past 5 years. \*
8. Any theft over \$50.00 in money or property within the past 5 years, regardless if charges were filed or not.
9. Any misdemeanor convictions within the past 3 years. \*
10. Persons charged with a criminal offense that was dismissed through deferred adjudication may be considered for employment except when the charge was for:  
\*

- a. Murder
- b. Voluntary or involuntary manslaughter
- c. Rape
- d. Any felony theft offense
- e. Indecency with a child
- f. Injury to a child, elderly, or disabled individual
- g. Kidnapping
- h. Aggravated assault
- i. Aggravated sexual assault
- j. Sexual assault of a child
- k. Domestic abuse
- l. Aggravated robbery
- m. Any felony where a deadly weapon was used or exhibited
- n. Any felony related to the manufacture, delivery, or possession of marijuana, a controlled substance or a dangerous drug.

Any other incidents that are discovered during the Background Investigation phase should be thoroughly investigated, documented and referred to the Sheriff's Department Review board for final determination.

\*The facts of which would support the charge under the laws of the State of Arkansas

The following information is needed to complete your personnel file and application process. No new member will be accepted for training or employment until the application process has been completed. Reserve members will be required to attend and pass reserve training before participation in the Reserve program. Other employees are required to attend and pass certain training programs unique to each position.

1. FULL APPLICATION COMPLETED AND NOTARIZED
2. COPY OF BIRTH CERTIFICATE
3. COPY OF SOCIAL SECURITY CARD
4. COPY OF HIGH SCHOOL DIPLOMA
5. COPY OF CURRENT DRIVERS LICENSE

You will be notified of the date and time for a personal interview. Physical and psychological exams are paid for by the Sebastian County Sheriff's Department and will be mailed directly to our department. All paperwork needs to be submitted to this office and addressed:

Attn: Allen Tedford, Sebastian County Sheriff's Department, 800 South A St., Fort Smith, AR.

If you have any questions please feel free to contact: Allen Tedford at 479-783-1051 or [sheriffrecruiting@co.sebastian.ar.us](mailto:sheriffrecruiting@co.sebastian.ar.us)