OHIO DEPARTMENT OF PUBLIC SAFETY
EDUCATION · SERVICE · PROTECTION

UNCLASSIFIED EXEMPT EMPLOYEES BACKGROUND INFORMATION

Agency _____

Your employment is contingent upon your completion of the following information. A prior conviction will not automatically result in your disqualification from employment.

The State of Ohio is an equal opportunity employer and will not use any of the information you provide to discriminate against you on the basis of race, color, religion, sex, national origin, handicap, age, or ancestry. If you have any questions or concerns about the information being requested, please contact your personnel officer.

FULL NAME	LIST ANY OTHER NAMES USED IF DIFFERENT FROM NAME ON THIS APPLICATION	
PRESENT ADDRESS		
CITY	STATE	ZIP CODE
HOME PHONE ( ) -	CELL PHONE ( ) -	
DRIVER LICENSE NUMBER	SOCIAL SECURITY NUMBER - -	
DATE OF BIRTH	PLACE OF BIRTH	

PREVIOUS ADDRESSES IN THE PAST TEN YEARS

PREVIOUS STREET ADDRESS	CITY	STATE	ZIP CODE	FROM (DATE)	TO (DATE)

Note: A law enforcement record check will be requested of agencies where the applicant has resided. It is important that accurate address information is obtained. The check will be limited to only those addresses provided as well as to BMV records. This check DOES NOT include complete criminal history checks from the FBI, BCI&I or LEADS databases. For a complete criminal history for civilian employment, a Webcheck may be requested from the Ohio Attorney General's BCI&I, at cost set by the Attorney General's office, and is to be requested by the employing agency. The results of the Webcheck will be reported directly to the requestor by the Attorney General's BCI&I.

List any felony or misdemeanor convictions in the past ten years, the date of convictions, and the city and state of such convictions.

List any traffic citations or accidents in the past five years, excluding parking infractions. Include the date of citations or accidents, and the city and state of such citations or accidents.

List any disciplines or actions taken against you for a breach of ethics or unprofessional conduct.

Briefly describe any other information which could prevent you from acting in the best interest of the state, or which could be an embarrassment to the state if disclosed.

List any pending civil suits in which you are a plaintiff or defendant, and any unresolved bankruptcy actions in which you are a debtor.

Are you currently in arrears on any court-ordered child support payments?

Yes ☐ No ☐

If yes, please explain.

*Within the past three years, have you been assessed a penalty for failure to file a timely federal or state personal income tax return or for failure to pay taxes owed?

Yes ☐ No ☐

If yes, please explain.

IF YOU HAVE BEEN HIRED FOR A POSITION INVOLVING FISCAL RESPONSIBILITY, PERSONNEL MATTERS, CONTRACT PROCUREMENT, OR YOU SUPERVISE SUCH EMPLOYEES, PLEASE COMPLETE THE NEXT TWO SECTIONS OF THIS FORM.

List any current outstanding debts over $10,000.

List any current outstanding judgments or garnishments against you.

PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING THIS STATEMENT.

I, _____, CERTIFY THAT ALL OF THE ANSWERS AND STATEMENTS ON THIS FORM ARE TRUE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE AND ARE MADE IN GOOD FAITH.

I UNDERSTAND THAT I AM AN UNCLASSIFIED EMPLOYEE SERVING AT THE PLEASURE OF THE DIRECTOR, AND THAT I CAN BE REMOVED AT ANY TIME WITH OR WITHOUT REASON.

SIGNATURE	DATE
X	

I SPECIFICALLY AUTHORIZE ANY LAW ENFORCEMENT AGENCY TO RELEASE MY RECORDS OR INFORMATION TO THE DIRECTOR OF THE OHIO DEPARTMENT OF PUBLIC SAFETY OR HIS DESIGNEE.

SIGNATURE	DATE
X	

DISCLOSURE QUESTIONAIRE

NAME	POSITION SOUGHT

Please type or print answers to each of the questions set forth below. Failure to answer any question truthfully may disqualify you from the position you seek. If an untruthful answer is subsequently discovered, it may be grounds to discharge you from that position. The truthful answer to any question or questions may not necessarily disqualify you from the position you seek, but your answers to these questions will constitute part of the information upon which the decision as to your employment is based. If the space provided for an answer is inadequate, please attach additional sheets for such answers.

Have you ever been a member of the armed forces of the United States, its reserve components, or the National Guard? If yes, please state branch, service period, and last rank, and please indicate if you did not receive an honorable discharge, were ever court-martialed, were ever assessed non-judicial punishment, resigned in lieu of court-martial, or were administratively discharged.
Have you ever, as an adult, been convicted of any crime, excluding minor traffic offenses? If yes, please identify.
Are you now under any charge or charges for any crime? If yes, please identify.
Have you ever, as an adult, been charged with any crime or arrested for any crime for which you were not convicted, excluding minor traffic offenses? If yes, please identify.
Has any civil litigation or garnishment action ever been filed against you? If yes, please identify.
Has any civil protection order or restraining order or emergency custody order relating to domestic violence or any other subject ever been entered against you? If yes, please identify.
Are you currently in arrears on any court-ordered child support payments? If yes, please identify.
Have you ever had any civil, administrative, or arbitration judgment or garnishment entered against you, or against any business in which you were the owner or the majority shareholder? If yes, please identify.
Have you ever filed personal bankruptcy or been adjudicated bankrupt?
Has any business that you have owned, or which you have been the majority shareholder, ever filed for bankruptcy or been adjudicated bankrupt? If yes, please identify.
Have you ever failed to pay any debt owed to a governmental entity or any government-insured debt? If yes, please identify.

Have you ever applied for, or held a license for a business, trade, or profession that required proof of good character of examination? If yes, please identify the issuing authority.
Have you ever been denied such a license, had that license revoked or suspended, or been disciplined with respect to that license?
Have you ever been disciplined for or has any action ever been taken against you by any public or licensing authority or professional organization for any breach of ethics or unprofessional conduct or failure to make required disclosure? If yes, please identify.
Are all of your federal, state, and local taxes current? If no, please explain?
Have you ever received, other than as an employee, or has any business that you owned or of which you were the majority shareholder ever received, any income from the Ohio state governmental entity from which you now seek employment? If yes, please identify the income.
Have you ever received income as a lobbyist or "legislative agent" as defined in Ohio Rev. Code § 101.70 or "executive agency lobbyist" as defined in Ohio Rev. Code § 121.60 for work related to the Ohio General Assembly, any Ohio elected officer, or any agency or entity of the executive branch of the Ohio state government? If yes, please identify the entity receiving the income.
Have you, or you and/or your spouse, in the last five years, ever made contributions exceeding $1,000 to any candidate for an Ohio state political office or to an Ohio state or local political party or to any candidate for a federal office in connection with any single primary or general election? If yes, please identify.
Do you legally have the right to work in the United States? (If employment is obtained, proof of eligibility will be required).
Do either you or your spouse own or are either you or your spouse the majority shareholder of any business that will derive income from the state agency that will employ you? If yes, please identify the business and the amount of annual income anticipated to be received.
Do you have any financial or business interest that might present a conflict of interest with your proposed state employment? If yes, please identify.

I, _____, certify that all of the answers and statements on this form are true, complete and correct to the best of my knowledge and recollection, and are made in good faith.

SIGNATURE	DATE
X	