Lateral Dispatch Supplemental Questions

This supplemental application will assist us in evaluating you on the factors considered most important to be successful as a Telecommunicator with the San Juan County Sheriff’s Office. Your answers will be scored according to a structured rating guide. Please answer each question completely.

This supplemental application must be completed in your own handwriting. Please print all responses. Do not submit a typed copy.

Section I

This section must be completed for your application to be accepted for consideration. No points are assigned to the questions on this portion of the supplemental application.

a) Why do you want to leave your present employer?

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b) Have you had any complaints filed against you while working in the public safety sector?

Yes ___ No ___

If YES, please explain in detail. Include the type of complaint, reason for the complaint, date and resolution. (If you have had more than one complaint against you, please cite each one.)

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c) Have you had a disciplinary action imposed on you while working in the public safety sector?

Yes ___ No ___

If Yes, please explain the circumstances in detail, include what disciplinary action was taken, the name and address of your employer, and the date of the action. (If you have more than one, please cite this information for each incident. Use a separate sheet of paper if necessary.)
d) Have you ever been terminated for cause or resigned in lieu of termination for cause from any employer in the last five years? Yes ___ No ___

If Yes, please list the employer, dates of employment, title while employed and reason for termination.

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e) Have you used non-prescription controlled substances? Yes _____ No _____

If Yes, when did you last use a non-prescribed controlled Substance? Date:___________

If Yes, what type(s) of non-prescribed controlled substance(s) have you used?

TYPES:

______________________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________

Section II – Formal Education

List formal education you have completed at the college or university level. Note course title of degree earned, school and location, dates attended and number of hours earned. Please attach a copy of your graduation diploma(s) or a copy of your official transcript. Please have your college or university send an official transcript to the San Juan County Civil Service Commission.

( ) COLLEGE / UNIVERSITY ATTENDED: ________________________________

LOCATION: ___________________________________________________________

COURSE TITLE / MAJOR: ________________________________________________

DEGREE RECEIVED: ____________________________________________________

DATES ATTENDED: __from:_______________to:__________________________

NUMBER OF CREDIT HOURS EARNED: ____________________________________

( ) COLLEGE / UNIVERSITY ATTENDED: ________________________________

LOCATION: ___________________________________________________________
COURSE TITLE / MAJOR: ______________________________________________

DEGREE RECEIVED: _______________________________________________

DATES ATTENDED: __from:__________________to:________________________

NUMBER OF CREDIT HOURS EARNED: _________________________________

( ) COLLEGE / UNIVERSITY ATTENDED: _____________________________

LOCATION: ________________________________________________________

COURSE TITLE / MAJOR: _____________________________________________

DEGREE RECEIVED: _________________________________________________

DATES ATTENDED: __from:__________________to:________________________

NUMBER OF CREDIT HOURS EARNED: _________________________________

Section III – Public Safety Training

List documented training classes, seminars and or conferences attended that were offered by a recognized training organization. Please attach copies of certificates.

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Section IV – General Questions

a) Why did you select a career in public safety?

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b) Why do you want to be employed with the San Juan County Sheriff’s Office?

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______________________________________________________________
c) What is the most significant accomplishment in your career and why?

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________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

d) Are you able to communicate clearly in person and over the telephone, sometimes in confrontational situations? Yes ____ No ____

e) Can you effectively handle highly stressful or adverse situations, working calmly and accurately and helping others to remain calm? Yes ____ No ____

Section V – Specialized Questions

a) Have you worked as an Emergency Telecommunicator doing 911 dispatch at any of the following: (select all that apply)

___ 911 Dispatch Center  ___ Police Agency  ___ Fire Department  ___ Medical Dispatch

b) Please select the emergency equipment that you are proficient in operating:

___ CAD  ___ ACCESS  ___ Multi-line Phone System  ___ Radio/telephone Headsets

___  Omnixx  ___ Radio/Paging

c) Considering your work experience, please tell us about your knowledge, skills and abilities which will be most helpful to you in this position.

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_________

d) What do you think the concept of “customer service” has to do with this type of work and what are the results of poor customer service, if any?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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e) Define the “Public Duty Doctrine”:
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

f) In your opinion, what is the single greatest problem impacting public safety dispatching today?
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________


g) What is multitasking? Describe multitasking and provide a job related example of how telecommunicators deal with multitasking.
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_____________________________________________________________________________________

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Applicant’s Printed Name: ________________________________

Applicant’s Signature: ________________________________

Date and Place: ________________________________