



Office of the Sheriff

BRUNSWICK COUNTY, NORTH CAROLINA

BRUNSWICK COUNTY SHERIFF'S OFFICE

CONFIDENTIAL BACKGROUND INVESTIGATION QUESTIONNAIRE

Purpose

This questionnaire supplements the North Carolina Sheriffs' Standards Personal History Statement (F-3). It is intended to gather additional information, verify consistency, and assist background investigators in evaluating suitability for employment.

Before You Begin

- Read every question carefully.
- Answer every question completely and truthfully.
- Some questions intentionally overlap with other background documents to verify consistency and integrity.
- If additional space is needed, use the Additional Information section at the end of the questionnaire and reference the question number.
- Omissions or false statements may result in disqualification.

Definitions

Term	Definition
Arrest	Being taken into custody or otherwise detained by law enforcement.
Criminal Charge	A formal accusation that a person committed a criminal offense.
Illegal Drug	A controlled substance used without legal authorization.
Collections	A debt referred to a collection agency.
Resigned in Lieu of Termination	Resigning after being informed termination was pending or likely.
Financial Obligation	Any debt or court-ordered financial responsibility.
Foreclosure	The legal process in which a lender takes ownership of property because required loan payments were not made.
Repossession	The recovery of property by a lender because required loan payments were not made.
Tax Lien	A legal claim filed by a government agency against a person's property or assets for unpaid taxes.
Garnishment	A legal process requiring a portion of a person's wages or other income to be withheld to pay a debt.
Delinquent Debt	A debt for which required payments are overdue.

Applicant Name

Date

Essential Expectations

The purpose of this section is to determine whether you can perform the essential functions of the position and comply with the conditions of employment established by the Brunswick County Sheriff's Office.

#	Question	Yes	No
1	Have you ever intentionally provided false information on an employment application or official document?		
2	Is there anything in your personal, employment, military, financial, criminal, or other history that you believe could reasonably cause an employer or law enforcement agency to question your honesty, integrity, or trustworthiness?		
3	Do you object to wearing a uniform?		
4	Do you object to working nights?		
5	Do you object to working rotating shifts?		
6	Are you able to work cooperatively and professionally with individuals of any sex, gender, or race as required by the duties of this position?		
7	If offered employment, do you agree to establish residence within 30 miles of the Brunswick County line within the timeframe required by agency policy?		
8	Do you object to occasionally being away from home overnight and/or for other periods of time to attend meetings, acquire training or otherwise perform official duties?		

Criminal Conduct & Personal Integrity

Purpose: Evaluate honesty, integrity, and conduct relevant to employment as a law enforcement professional.

Instructions: Answer each question by selecting Yes or No. Certain questions intentionally address conduct that may not have resulted in an arrest or criminal charge. If you answer YES to any question, provide complete details in the Additional Information section at the end of this section and reference the applicable question number.

#	Specific Offense / Conduct	Yes	No
9	Have you ever committed a criminal act that was not detected or investigated and for which you were never arrested or charged?		
10	Have you ever bought, possessed, or sold stolen property or merchandise?		
11	Have you ever stolen money, property, or merchandise from an employer?		
12	Switching price tags		
13	Motor vehicle theft		
14	Burglary, Robbery, or Theft		
15	Embezzlement		
16	Unlawfully carrying a concealed weapon		
17	Intentionally setting a fire (arson/fire setting)		
18	Leaving the scene of a motor vehicle crash		
19	Counterfeiting		
20	Assault		
21	Hate crime		
22	Using a stolen credit card		

23	Fraudulently obtaining public assistance, workers' compensation, or unemployment benefits		
24	Has law enforcement ever been called because of something you were directly involved in?		
25	Have you ever been involved in a fight in which a weapon was used?		
26	Have you ever injured or caused the death of another person?		
27	Have you ever physically abused a spouse, partner, or child?		
28	Have you ever intentionally damaged property belonging to another person?		
29	Have you ever filed a false police report?		
30	Have you ever participated in a riot or civil disturbance?		
31	Have you ever had sexual involvement since age 18 with a person under age 14?		
32	Have you ever sexually assaulted another person?		
33	Have you ever engaged in prostitution or solicited the services of a prostitute?		
34	Have you ever been questioned by law enforcement as a suspect in a criminal investigation (excluding when you were only a victim or witness)?		
35	Other than what you have already disclosed, have you ever been involved in any act for which you could have been arrested?		
36	Do you currently have, or have you ever had, regular associations with persons known to be involved in criminal activity?		
37	Have you ever been a member of, participated in, or maintained an active association with an organization that advocates or engages in criminal activity, violence, or conduct that would be incompatible with the duties of a law enforcement officer?		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.

Question Number	Explanation

Narrative Question

38. What is the most serious thing you have ever done that reflects poor judgment or resulted in harm to another person or their property? Describe what happened, your role in the incident, what you learned from it, and what you would do differently today.

Military History

Purpose: Collect additional information regarding military conduct and verify consistency with other background documents.

Instructions: Answer each question Yes or No. If you answer Yes, provide details in the Additional Information section and reference the applicable question number.

#	Question	Yes	No
39	Have you ever served in the United States Armed Forces or another military organization?		
40	While serving, did you ever receive non-judicial punishment, Article 15, Captain's Mast, or other disciplinary action?		
41	Were you ever the subject of a court-martial proceeding?		
42	Have you ever received an administrative separation or involuntary discharge from military service?		
43	Is there any incident from your military service that could affect your suitability for employment or require additional explanation?		
44	Were you ever discharged under other than honorable conditions?		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.

Question Number	Explanation

Arrest Record

Purpose: Verify the completeness and consistency of criminal history disclosures.

Instructions: Answer each question Yes or No. If you answer Yes, provide details in the Additional Information section and reference the applicable question number.

#	Question	Yes	No
45	Have you ever been arrested, charged, or detained by a law enforcement agency, including military apprehensions?		
46	Have you ever been issued a criminal citation or criminal summons?		
47	Have you ever been convicted of a criminal offense?		
48	Have you ever received a Prayer for Judgment Continued (PJC), deferred prosecution, conditional discharge, or similar disposition?		
49	Have you ever had criminal charges dismissed?		
50	Have you ever been placed on court-ordered probation, parole, or community service?		
51	Have you ever been fingerprinted by a law enforcement agency?		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.

Question Number	Explanation

Narrative Question

52. What fines, if any, have you been required to pay, and were they paid on time?

Drug & Alcohol History

Purpose: Verify disclosures regarding alcohol use, illegal drug use, and misuse of controlled substances.

Instructions: Answer each question Yes or No. If you answer Yes, provide details in the Additional Information section and reference the applicable question number.

#	Question	Yes	No
53	During the past 12 months, have you consumed alcoholic beverages?		
54	Have you ever consumed alcohol to the point of severe intoxication?		
55	Have you ever been arrested, charged, or cited for an alcohol-related offense?		
56	Have you ever experienced problems with alcohol or drug use that resulted in a medical emergency, hospitalization, loss of consciousness, or other serious consequence?		
57	Has your alcohol use ever negatively affected your work performance, attendance, or personal responsibilities?		
58	Have you ever been involved in the sale of illegal drugs, either directly or indirectly?		
59	Have you ever used inhalants or any other legal substance to get high?		
60	Have you ever used an illegal drug, including experimentation or one-time use?		
61	Have you ever used prescription medication other than as prescribed?		
62	Have you ever grown, manufactured, cultivated, distributed, sold, or delivered an illegal drug or controlled substance without lawful authority?		
63	Have you ever purchased illegal drugs for yourself or for another person?		
64	Have you ever sold or distributed prescription medication that was prescribed to you?		
65	Have you ever benefited from the sale of illegal drugs, including money, free drugs, or sexual favors?		
66	Have you ever used alcohol or illegal drugs while carrying a firearm or while performing duties that required you to exercise care for the safety of yourself or others?		
67	Have you ever driven a motor vehicle while impaired by illegal drugs or controlled substances?		
68	Have you ever stolen money or drugs?		
69	Have you ever been in the company of people using illegal drugs?		

70	Have you ever set up a drug deal?		
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#	Substance/Conduct	Yes	No
71	Speed		
73	Barbiturates (downers)		
75	Amphetamines (uppers)		
77	Rush		
79	Quaaludes		
81	LSD		
83	Hash		
85	Ice or Methamphetamine		
87	Mescaline/Peyote		

#	Substance/Conduct	Yes	No
72	Another person's prescription		
74	Steroids		
76	PCP (Angel Dust)		
78	Crack		
80	Cocaine		
82	Heroin		
84	Ecstasy		
86	Designer or Synthetic Drugs		
88	7-OH/Kratom		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.

Question Number	Explanation

Narrative Questions

89. For each illegal drug or prescription medication you have used other than as prescribed, provide the approximate age/date of first use, most recent use, total period of use, and frequency of use. If you have never used any, write "None."

90. When was the last time you used marijuana/THC?

91. What is the total amount you have spent on illegal drugs or drugs not prescribed to you?

92. During the past 12 months, on average, how many days per month have you consumed alcoholic beverages?

0 days	
1-2 days per month	
3-5 days per month	
6-10 days per month	
11-15 days per month	
16-20 days per month	
More than 20 days per month	

Employment Conduct

Purpose: Collect employment-related conduct information relevant to suitability.

Instructions: Answer each question Yes or No. If you answer Yes, provide details in the Additional Information section and reference the applicable question number.

#	Question	Yes	No
93	Have you ever applied for employment with this agency before now?		
94	Have you applied, or do you plan to apply, to other agencies?		
95	Did you list all your jobs for the past 10 years on your F-3, including part-time and temporary jobs?		
96	Have you ever resigned in lieu of termination?		
97	Have you ever been terminated or dismissed from employment?		
98	Have you ever been disciplined for dishonesty, misconduct, or violation of policy?		
99	Have you ever abandoned a job without proper notice?		
100	Have you ever been the subject of an internal investigation by an employer?		
101	Have you ever falsified employment records, time records, or official documents?		
102	Have you ever been found to have violated an employer's code of conduct or ethics policy?		
103	Have you ever resigned or been given the opportunity to resign while you knew disciplinary action or termination was pending?		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.

Question Number	Explanation

Driving History

Purpose: Identify driving behavior that may require additional review.

Instructions: Answer each question Yes or No. If you answer Yes, provide details in the Additional Information section and reference the applicable question number.

#	Question	Yes	No
104	Has your driver's license ever been suspended, revoked, or cancelled?		
105	Have you ever been involved in a traffic accident that was your fault?		
106	Have you ever been convicted of DWI, DUI, or a similar offense?		
107	Have you ever left the scene of a motor vehicle crash?		
108	Are there any driving-related incidents that require additional explanation?		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.

Question Number	Explanation

Narrative Questions

109. List all states, other than North Carolina, in which you currently hold a driver's license, and provide the driver's license number for each state.

110. How many traffic tickets have you ever received? (Give dates, locations, and disposition.)

111. Have you ever operated a motor vehicle while impaired by alcohol or drugs, even if you were not stopped, arrested, or charged? If yes, provide the most recent occurrence and approximate date.

Financial Responsibility

Purpose: Evaluate financial responsibility and identify circumstances requiring additional review.

Instructions: Answer Yes or No. If Yes, explain later in the Additional Information section.

#	Question	Yes	No
112	Are you currently working?		
113	Do you support anyone else within your household?		
114	Do you receive any income other than salary (if currently working)?		
115	Have you ever filed for bankruptcy?		
116	Have you ever had any accounts in collections?		
117	Have you ever had any unpaid civil judgments?		
118	Have you ever had your wages garnished?		
119	Have you ever had property repossessed or foreclosed upon?		
120	Are you currently participating in a repayment plan for any delinquent debt, tax obligation, or court-ordered financial obligation?		
121	Have you intentionally failed to file or pay taxes when due?		
122	Have you ever had any creditors pursue you for outstanding debts?		
123	Have you ever defaulted on a student loan?		
124	Have you ever had a federal or state tax lien filed against you?		
125	Have you used a fraudulent document to obtain money?		
126	Are you currently more than 3 months delinquent on any loan, credit account, or other financial obligation not previously disclosed?		
127	Have you ever intentionally failed to satisfy a court-ordered financial obligation, including restitution, child support, or court costs?		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.
Please be very detailed about accounts that are delinquent or court-ordered obligations.

Question Number	Explanation

Law Enforcement, Detention Officer & Telecommunicators

Purpose: Collect additional information regarding prior law enforcement employment, certification, and conduct.

Instructions: Answer each question Yes or No. If you answer Yes, provide details in the Additional Information section and reference the applicable question number.

#	Question	Yes	No
128	Have you successfully completed Basic Law Enforcement Training in NC?		
129	Have you successfully completed DOCC training in NC?		
130	Have you successfully completed Telecommunicator I, II, or III training in NC?		
131	Are you currently employed by a law enforcement agency in NC?		
132	Do you currently have a certification held by a law enforcement agency?		
133	Have you ever applied to a law enforcement agency and been disqualified or withdrawn during the hiring process?		
134	Have you ever been counseled about excessive sick time usage?		
135	Have you ever been the subject of an internal affairs or administrative investigation?		
136	Have you ever been investigated for excessive use of force?		
137	Have you ever witnessed an excessive force situation and not reported it to a supervisor?		
138	Have you ever handled evidence in an illegal manner?		
139	Have you ever falsified any information on an official report?		
140	Have you ever used your position for personal gain?		
141	Has any certification or license ever been suspended, revoked, surrendered, or investigated?		
142	Have you ever resigned while under investigation?		
143	Have you ever used alcohol or illegal drugs while on duty?		
144	Have you ever taken cash, valuables, or property from a crime scene, including during a vehicle stop and failed to enter into evidence?		
145	Have you ever engaged in a sexual act while on duty?		
146	Have you ever told a friend, acquaintance, or relative about an investigation beyond public information?		
147	Have you ever disclosed the identity of a confidential informant?		
148	Have you ever lied under oath?		
149	Have you ever failed to disclose a prior law enforcement employment separation, disciplinary action, investigation, or certification issue during a hiring process?		
150	Have you ever knowingly provided false or misleading information during a background investigation?		
151	Have you ever accessed a law enforcement, criminal justice, DMV, NCIC, CJIN, CAD, RMS, LPR, camera system, or other restricted database or computer system without a legitimate official purpose or authorization?		

Additional Information Reminder

If you answered "Yes" to any question in the above section, complete the explanation area before continuing.

Question Number	Explanation

Please use the space below to explain anything you think we should know, not covered above.

Applicant Certification

I certify that the information provided in this questionnaire is true, complete, and accurate to the best of my knowledge. I understand that omissions, misrepresentations, or false statements may result in disqualification from employment or dismissal if discovered after employment.

Applicant Signature: _____

Printed Name: _____

Date: _____

*****BACKGROUND INVESTIGATOR USE ONLY*****

Questionnaire reviewed by: _____

Date reviewed: _____

- ☐ No discrepancies identified
- ☐ Discrepancies identified — see investigative notes
- ☐ Additional documentation requested
- ☐ Follow-up interview required