



BUREAU of INDIAN AFFAIRS
Office of Justice Services
Pre-Employment Screening Questionnaire

1. Applicant Information

Applicant **must** be an enrolled member of a Federally Recognized Tribe:

**BIA 4432 Form is required*

a. Full Name: (Last, First, MI) _____

b. Address _____

c. Phone: _____ d. Email _____

e. Are you 18 years or older? YES NO f. Birth Date: (MM/DD/YYYY) _____

2. Employment Desired

a. Position of Interest (Choose One) Police Officer Correctional Officer Telecommunications Equipment Operator
 Cook Food Service Worker Law Enforcement Specialist Law Enforcement Assistant School Resource Officer

b. Location of Interest _____ c. Date Available _____

3. Background

YES NO a. Are you a citizen of the United States? If **no**, are you authorized to work in the U.S.? YES NO

YES NO b. Have you ever been arrested for a DUI/DWI? If yes, complete section A

YES NO c. Have you ever been arrested for Domestic Violence? If yes, complete section A

YES NO d. Have you ever been investigated for a Crime of dishonesty or Criminal conduct? If yes, complete section A

YES NO e. Have you ever been arrested for a felony? If yes, complete section A

4. Education

a. Highest Education Completed GED High School Associate Degree Bachelor Degree Other

5. Employment History

a. Have you ever worked for OJS previously? YES NO b. From _____ To _____

c. Previous position (Duty Station, Location) _____

d. If yes, reason for Leaving _____

6. Military Service

a. Branch _____ b. From _____ To _____

c. Type of Discharge _____ If other than Honorable, complete section A

YES NO d. Have you ever been subject to a military disciplinary action? If yes, complete section A

SECTION A

Answer to Question 3.b _____
(When/Where/Disposition)

Answer to Question 3.c _____
(When/Where/Disposition)

Answer to Question 3.d _____
(When/Where/Disposition)

Answer to Question 3.e _____
(When/Where/Disposition)

Answer to Question 6.c _____
(When/Where/Disposition)

Answer to Question 6.d _____
(When/Where/Disposition)

Disclaimer and Signature

Candor and truthfulness is an essential element of employment to the Office of Justice Services. I certify that my answers are true and complete to the best of my knowledge. By answering "yes" to questions 3(b-e) and 6(e) does not automatically disqualify an applicant from seeking employment opportunities with OJS. I understand that this questionnaire is for pre-employment screening only and does not guarantee an employment opportunity. If this questionnaire leads to employment, I understand that false or misleading information in my questionnaire or interview may result in my release of employment. Employment for all positions is subject to a favorable background security investigation, drug testing, medical testing, physical exam and driving record, when applicable. Failure to obtain a favorable adjudication and other applicable exams/testing/records are grounds for termination.

All information obtained in this document is subject to the Privacy Act of 1974 [5 U.S. Code 552(a)].

I certify that the information provided in this questionnaire is true, correct and provided in good faith.

Applicant Signature: _____ Date: _____

Office use only

Additional Remarks:

Reviewer Signature: _____ Date: _____

ASAC/SAC Signature: _____ Date: _____

This questionnaire shall remain valid 60 calendar days from date received. Retention Date