

(OFFICE USE ONLY)

Date Received: 4, 9, 07

Received by \_\_\_\_\_

Assigned to \_\_\_\_\_

Date of Application: / /

**IDENTIFICATION INFORMATION**

Shelby Legal Last Name Betty First Name Jo Middle Name

Charlton (maiden), Sanders, Holycross (1st & 2nd marriage)  
List any other names you have used or been known by, including maiden name, and given reasons (If none, so state.)

[Redacted] Poteau, OK  
Place of Birth

[Redacted] OK State 07-31-2010 Expiration Date D and M endorsement Class

No license from any other states.  
Do you now or have you ever possessed a driver's license issued by a state other than Oklahoma?  
If yes, enter name of state, type and number of license

No  
Have you ever made application with the Tulsa County Sheriff's Office before? Yes  No (If yes.) When? \_\_\_\_\_

How did you learn about Tulsa County Sheriff's recruiting?  
Through a friend

**CURRENT RESIDENCE**

[Redacted] Residence Address (Street, City, County, State, Zip Code) Apt. # Complex Name

(918) - [Redacted] Residence Phone (x) Business Phone ( ) Other Phone ( ) Pager # ( )

Yes Are you a U.S. Citizen? Naturalization Certificate Number NA Legal Alien NA

Are you Bilingual? If so, list languages.  
Novice Spanish. I can read, write and speak on a beginning level.

**EDUCATION:** List Chronologically (earliest date first) all high schools, colleges and trade schools you have attended.

Name of School Address/City/State	From (Mo./Yr.)	To (Mo./Yr.)	GPA	Degree or Credit Hours Received
Mannford High School, Mannford, OK	08/1988	05/1992	3.16	Diploma
Lindsay High School, Lindsay, CA	08/1990	12/1990		—
Mt Whitney High School, Visalia, CA	01/1991	04/1991		—
Central Votech, Drumright, OK	08/1991	03/1993		—
Kiamichi Area Votech, Poteau, OK	08/1997	09/1998		Certificate of Completion
TCC - Tulsa Community College, Tulsa, OK	01/2001	Present	3.0	Associates
OSU - Oklahoma State University, Stillwater, OK	08/2002	12/2002	2.6	—
NSU - Northeastern State University, Broken Arrow, OK	08/2004	Present	3.0	will receive Bachelor of Science in Biology

## EMPLOYMENT HISTORY

List the last three jobs you have held. Put your present or most recent job first. Include: Military service, temporary jobs, and part-time jobs.

Employer (company) Name Independent School Dist. No. 1 Phone 918-833-9480  
Address 3027 S. New Haven St. City Tulsa State OK Zip 74147  
Name of Supervisor Neal Pascoe Position Held Teacher Assistant  
Employment Dates: From 08/2001 To 05/2002 number of hours worked weekly 36-40 Ending Salary ~\$16.50/hr.  
Description of Work Specific Duties I helped the teacher carry out lesson plans. Prepared Xerox copies of upcoming lessons and supervised the children.  
Reason for leaving I ended my employment to persue school full time.

Employer (company) Name Oklahoma Air National Guard Phone \_\_\_\_\_  
Address 4200 N. 93<sup>rd</sup> E. Ave City Tulsa State OK Zip 74115  
Name of Supervisor Msgt. Andrew Evans Position Held Trainee  
Employment Dates: From 05/2000 To 10/2000 number of hours worked weekly \_\_\_\_\_ Ending Salary E3 pay  
Description of Work Specific Duties Attended drill weekends and performed any tasks that was asked of me.

Reason for leaving My knee was sprained during basic training. The Guard did not want to take care of my rehabilitation, so discharged me and said that I could return if I wanted after I seeked medical treatment on my own.

Employer (company) Name Quicktrip Corporation Phone 918-615-7900  
Address P.O. Box 3475 City Tulsa State OK Zip 74101  
Name of Supervisor JD Johnson Position Held Assistant Night Manager  
Employment Dates: From 11/1999 To 08/2000 number of hours worked weekly 46 Ending Salary \$11.80/hr.  
Description of Work Specific Duties I collected money from sale of merchandise, performed scheduled cleaning duties, prepared store for morning operations and balanced money with paperwork.  
Reason for leaving I ended my employment to go to basic training for the Air National Guard.

All Applicants: please circle "Yes" or "No" to all questions below.

If you answer yes to any of these questions, please explain and provide documentation.

Have You:

- Yes or  No Ever possessed or used illegal drugs?
- Yes or  No Had an arrest for an alleged commission of a felony offense or a felony charge pending in this state or any other state or country?
- Yes or  No Been subject to the provisions of a deferred sentence, deferred prosecution (in this state or another state or pursuant to federal authority) for the commission of a felony offense?
- Yes or  No Had two or more misdemeanor convictions relating to intoxication. Public intoxication or driving under the influence?
- Yes or  No Had a victim protection order filed against you, or any action pending?
- Yes or  No Had an arrest for an alleged commission of a charge pending for, or subject to the provisions of a deferred sentence or a deferred prosecution for any one or more of the following misdemeanor offenses in this state or another state?
- Any assault and battery which caused serious physical injury to the victim
  - Any assault and battery
  - Any violation of the protection from domestic abuse act or any violation of a victim protection order of another state
  - Any arrest for Domestic Abuse

**Tulsa County Sheriff's Office**

Please Read Before Signing

**Application Procedure**

1. The first step of the process begins by completing an application for employment. You should carefully and thoughtfully complete the application. You may include your resume with your application. Attach a copy of your current driver's license social security card, or other recognized identity documents. If you have served in the military, include your discharge (DD-214). In order to be eligible for testing, all documents should be in the application before the examination. Employees must reside in Tulsa County within 60 days after employment.
2. You will be notified in writing of the date and location of your pre-employment examination. Notify the T.C.S.O. Human Resources Department before the test date if you cannot sit for the examination.
3. After taking the examination you will be notified of your examination results and if you are eligible for further employment processing. Passing an examination does not guarantee employment. The names of successful candidates are considered for further processing as positions within the sheriff's office become available. If you are unsuccessful in passing the examination, you may re-test after a six month period. Your application is kept on file for a 12 month period. After 12 months, to be reconsidered for employment, you must make a new application.
4. An oral screening board will be set up for candidates that successfully completed a comprehensive background investigation. Successful completion of the oral screening process will make you eligible for employment opportunity. If you are unsuccessful passing the oral screening board, you may make a written request to re-take this phase of the employment process.
5. After an offer of employment, you must successfully complete, a physical, drug test, MMPI test, and any necessary training.
6. Expected duration of application process is 3 to 6 months.

**I understand and agree that:**

Any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal of, or if employed, termination from employment.

It is my understanding that The Tulsa County Sheriff's Office may make a thorough investigation of my entire work and personal history and may verify of all data given in my application for employment related papers, background questionnaire, or oral interviews. I authorize such investigation and the giving and receiving of any information requested by the Tulsa County Sheriff's Office and I release from liability any person giving or receiving any such information. I understand that falsification of data so given or other derogatory information discovered as a result of this investigation may prevent me from being hired, or if hired, may subject me to immediate dismissal.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with the Tulsa County Sheriff's Office is of an "at will" nature, which mean that the Employee may resign at any time and the Employer may discharge an Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by the Sheriff.

Although management makes every effort to accommodate individual preferences, business needs may at time make the following conditions mandatory: overtime, shift work, a rotating schedule, or work schedule other than Monday through Friday. I understand and accept these conditions of my continuing employment.

I further understand that this is an application for employment and that no employment contract is being offered.

I understand that if I am employed, such employment is for an indefinite period of time and that the Tulsa County Sheriff's Office can change wages, benefits, and conditions at any time.

If employed, I will comply with all Rules and Regulations and Policies and Procedures as set forth in the Tulsa County Sheriff's Office.

I have read and understand the above.

Applicant's signature Betty Shelly

Date 4-5-07

You may contact my present employer. Yes \_\_\_ No \_\_\_ N/A