

Chris Francis, Sheriff

**Rutherford County**

Ricky McKinney, Chief Deputy



**Sheriff's Office**

**Application for Rutherford County Sheriff's Office, Detention and Reserve Division**

**Requirements:**

**2 Passport photos (Wal-Mart, CVS, Rite Aid)**

**Credit History**

**Certified Criminal Records** from Clerk of Court in every county of residence in the past 10 years, including the County where you attended High School.

The Certified Background Check must display your full name, previous names, and alias/nicknames (if applicable).

**Must be Current (not over 30 days old)**

**County in which the High School you attended**

**Background check on all names (alias/nicknames)**

**High School Diploma or High School Transcript (Home School See Administrative Asst.)**

**Two or Four year Degree or Certificate**

**Valid NC Driver's License**

**Social Security Card**

**Birth Certificate**

**BLET Certificate if Applicable**

**DD214 Form if you were in the military (Member 4 Copy)**

**F-3**

**If you list work number you must also list cell number or home phone number**

**When listing references you must have valid telephone number**

**Brief Handwritten Paragraph explaining why you are seeking employment with this agency**

Copies of all the above listed items must accompany the application when delivered to the Sheriff's Office. A Criminal History report must be obtained from the Clerk of Court in each and every county the applicant has resided for the past 10 years. A Credit History may be obtained from Equifax at 1-800-685-1111 or from Equifax.com on the internet. Copies of your license, social security card, birth certificate and high school diploma/transcript can be copied at the Sheriff's Office when your application is submitted. Also, a Notary Public is available at the Sheriff's Office to notarize your application packet if necessary.

**Applications will not be accepted if any of the above information and copies are missing**

Return application in person or mail to:

Rutherford County Sheriff's Office

Attn: Front Office

**198 North Washington Street \* Rutherfordton, NC 28139 \* (828) 287-6247 \* Fax (828) 287-6196**