

SUFFOLK COUNTY SHERIFF'S OFFICE
APPLICATION FOR OUTSIDE EMPLOYMENT APPROVAL

Employee's Name _____ Title & Rank _____

Command / Section / Unit and Work Location _____

Commanding Officer _____ Supervisor _____

Under the Table of Organization, which Division do you come under:

☐ Corrections (Warden) ☐ Operations (Chief of Staff) ☐ Enforcement (Chief Deputy) ☐ Other (Under Sheriff)

OUTSIDE EMPLOYMENT

Name of Company _____ Tel. # _____

Full Address _____

Name of Employer / Owner _____ Supervisor _____

When will you be working there? _____

What hours will you be working? _____

How many hours per week will you be working? _____

Is this employment seasonal? _____ If yes, what season? _____

Type of Business? _____ Your position? _____

Your job description at this employment? _____

How can you be contacted in case of an emergency while you are working there? (Be Specific) _____

POLICE ACTIVITIES: It is understood that in the event of an arrest or other law enforcement action, you will use the authority of the OUTSIDE EMPLOYMENT for which you are now applying. You will not use the authority of your employment at the Sheriff's Office.

I _____, have answered all the above questions and state that they are true and complete to the best of my knowledge. Further, I have read the above statement POLICE ACTIVITIES and do hereby agree to abide by it.

Signature

Date

NOTE: This completed and signed application will be turned into your Commanding Officer, who will submit it to your Division Head for their recommendation. The Division Head will submit said application to the Chief of Staff for his final endorsement.

☐ Approved

☐ Disapproved

Signature of Commanding Officer

Date

☐ Approved

☐ Disapproved

Signature of Division Head-Title

Date

☐ Approved

☐ Disapproved

Signature of Chief of Staff

Date

Specific Limitations (If applicable) _____