

# Self-Assessment Questionnaire for roles with the Sheriff's Office

The following questions are designed to assist you in considering your suitability for a Sheriff Officer role. Please note these questions are for self-assessment only and will not form part of the formal recruitment process.

**Part 1:** This part of the self-assessment involves a series of question that you should ask yourself and answer honestly to see if you would be suited to this type of work.

1. Participate in a comprehensive recruitment process including assessing suitability through performance, psychological profiling and testing, undergoing medical and security assessments at short notice.

Yes     No

2. Participate in ongoing training and re-certification of skills for next 12 months.

Yes     No

3. Work full-time hours for the next 12 months with no guarantee of ongoing (permanent) employment.

Yes     No

4. Respond to a wide range of operational requirements, such as: deal with people who may be upset, abusive, and challenge your authority, search person and confiscate prohibited articles and items that may be considered offensive to some people, conduct external body searches of persons when required to do so for operational purposes.

Yes     No

5. Work in an organisation that requires you to move between operational and administrative roles as part of your career development.

Yes     No

6. Work in an entry-level role, potentially for a number of years before having the opportunity to be promoted to a higher level.

Yes     No

7. Wear a uniform and comply with dress standard.

Yes     No

8. Concentrate for sustained periods of time, pay attention to detail, ask and answer questions, and continually consider possibilities and implications.

Yes     No

9. Understand and apply legislation daily.

Yes     No

**Part 2:** This part of the self-assessment involves a series of statements that can be used as a further guide to considering work in the Office of the Sheriff. Ask yourself and answer honestly whether each statement seems true for you by answering yes or no.

10. I am a reasonably fit person and I am willing and able to maintain my level of fitness.

Yes     No

11. I am willing to carry and use tactical appointments such as a baton, handcuff and oleoresin capsaicin spray (OCSP) in the course of my duties if required.

Yes     No

12. I hold a current and valid NSW or interstate driver's licence.

Yes     No

13. I understand that I cannot rely on overtime and penalty rates to supplement my base income.

Yes     No

14. I am resourceful and flexible.

Yes     No

15. I weigh up alternatives quickly and take considered action.

Yes     No

16. I do not find it difficult to follow instructions or give them when the situation requires this.

Yes     No

17. I can speak up for myself and communicate clearly.

Yes     No

18. I enjoy working with others in a team, am effective in working with others and have demonstrated this in my life to date.

Yes     No

19. I am the type of person who not only does my job but also is always ready to help out and have had feedback to confirm this.

Yes     No

20. I am more likely to take the initiative, ask questions and do research than wait to be told.

Yes     No

21. My friends and family see me as someone who has a strong work ethic (whether demonstrated at school, paid work or in community) who takes pride in whatever work I do.

Yes     No

22. If I were to be recruited, my friends and family would be supportive of my choice to work as a Sheriff Officer.

Yes     No

23. I have a level of fitness that allows me to stand for extended periods of time and respond to situations on foot in a reasonably quick time.

Yes     No

24. I know I can remain positive even if others are being negative or cynical.

Yes     No

25. I am confident in my ability to deal with stress or pressure in the workplace.

Yes     No

26. I can persevere and see things through even when I am tired.

Yes     No

27. I am not afraid of conflict.

Yes     No

28. I am interested in understanding other cultures and would describe myself as a people watcher who is good at reading people.

Yes     No

29. I see myself as emotionally strong.

Yes     No

30. My friends and family would say that I take things in my stride and do not act impulsively even when irritated.

Yes     No

31. I know I can control myself when others lose their temper.

Yes     No

32. I am the sort of person who can hold my own in a debate or discussion without becoming aggressive.

Yes     No

33. I have confidence in my ability to set goals and achieve results.

Yes     No

34. No one would consider me to have a problem with alcohol or drugs.

Yes     No

**If you answered No to more than five questions**

You should give serious thought to reconsidering applying at this stage. There may well be aspects of the role that will cause you stress, your own skills might not be well aligned with this type of work, or it might simply be outside your interests or abilities at this time.

Reread the materials, do some more research and give this serious consideration before applying.

**If you answered No to three to five questions**

Consider the specific questions you answered with No. Do they relate to particular situations, or to a lack of skill or experience? Are there steps you could take to change your opinion or to develop your skills or abilities in this regard?

Weigh up the pros and cons and work out whether the overall nature of the role suits you.

**If you answered Yes to all or nearly all questions**

It is likely that you have the attitudes and experience that match the role requirements of a Sheriff Officer. You still need to consider the specific questions you answered false to in determining your suitability for the role.