

Joint Communications Unit Application

You have volunteered to be considered for a prospective assignment to one of the most unique and rewarding positions within the Department of Defense. The nature of our mission dictates that we must be extremely selective in the hiring of both military and civilian personnel. JCU is an all-volunteer, NCO-driven organization comprised of communications specialists from the Army, Air Force, Navy, and Marine Corps. Unit members are trained to be communications experts and we pride ourselves in our ability to deploy and conduct communication missions on a variety of platforms including ships, planes, vehicles, and field conditions. Over the years, JCU has earned the reputation throughout the Department of Defense as "DoD's Finest Communicators."

Assessment & Selection Process

Phase I: Candidate completes and returns application package with the following:

- Copies of last five evaluations or as many as you have
- Copy of Records Review – Army - STP; Air Force - SURF, Fitness Record; Navy - Enlisted Summary Report (ESR), PRIMS Data; Marines – BIR, BTR, Awards Page and MBS
- Copy of Physical Fitness Test taken within 30 days of application submission
- Candidate's leadership completes and submits the Leader Evaluation Form

Phase II:

- JCU Leadership conducts an initial screening of the application
- Branch clearance requested from respective personnel center
- Medical Record Screening
- Candidate is notified of approval/disapproval for Phase-III screening

Phase III: Candidate is brought TDY to Ft Liberty, NC (funded by JCU):

- Physical Fitness Assessment
- Suitability Evaluation
- Technical Evaluation
- Security Screening
- Candidate appears before JCU Selection Board

If during any stage you are eliminated from consideration, a letter of notification will be sent. If you have questions not addressed, contact JCU Recruiting at 910-951-0203 or e-mail jcurecruiting@socom.mil.

Instructions to the Applicant

1. The information you provide in this Application Packet will be used to assist in determining your suitability for a Joint Assignment in a sensitive duty position.
2. The Application Packet consists of four parts:
 - Joint Communications Unit Application
 - Copies of your last five evaluations or as many as you have
 - Copy of Physical Fitness Test taken within 30 days of application submission
 - Copy of Records Review – Army - STP; Air Force - SURF, Fitness Record; Navy - Enlisted Summary Report (ESR), PRIMS Data; Marines – BIR, BTR, Awards Page, and MBS
 - Commanders Evaluation form submitted by your O3 Level Commander, E8 NCO, or above
3. You must fill out the forms completely and accurately. Be as honest and specific as possible. No single item is a disqualifying factor as a holistic view is used to determine suitability for a position within the unit.
4. Digitally Sign the Statement of Understanding and the Authorization to Release Financial Records.
5. We recommend that you send your completed packet secure via the Safe Access File Exchange (SAFE) site at <https://safe.apps.mil/> or via email to jcurecruiting@socom.mil (less than 5 Mb).

Administrative Data

Last Name	First Name	Middle Name	SSN
Branch of Service	Rank	Date of Rank	Date of Birth
Place of Birth	PMOS/AFSC/Rate	Last Physical Fitness Score	GT/ASVAB (1st time Taken)
Date on Station	Height	Weight	Currently on PCS Orders No Yes
Security Clearance	Years of Service	Eligible Rotation/PCS Date	ETS/EAOS Date
1st Line Supervisor's Name		1st Line Supervisor's Email	1st Line Supervisor's Office Phone
Current Organization (Unit):		Duty Station/Base/Home Port	Applicant's Official Email
State		DoD ID #	Applicant's Office Phone
Current Home Address: Street		City	Applicant's Cell Phone Number
State		Zip	Applicant's Personal Email
Are you Married?	Number of Dependents	Dual Military	Spouse SSN (if Military)
Spouse Branch	Spouse MOS/AFSC/Rate	Spouse Grade	Insert personal image of your choice (or submit separate photo)

Estimated available screening month (Dates on website)....

Preferred method of travel

Departure city, state, country

Departure airport code

Do you have a current and active government credit card?..

Do you plan to take leave in conjunction with screening? ...

Self-analysis

1. Compare yourself on the following traits with others you know of equal or higher rank and **check** the most appropriate number in the space provided next to each item.

1=Below Average; 2=Average; 3=Above Average

1 2 3

- a. **Bearing** (appearance, conduct, conveys a professional attitude)
 - b. **Courage** (moral and physical)
 - c. **Decisiveness** (make decisions promptly and state in a clear, forceful manner)
 - d. **Dependability** (continually put forth your best effort to achieve highest standards possible)
 - e. **Endurance** (mental and physical ability to withstand pain, fatigue, stress, and hardship)
 - f. **Enthusiasm** (sincere interest in performance of all duties)
 - g. **Initiative** (taking action in the absence of orders)
 - h. **Integrity** (truthfulness and honesty)
 - i. **Judgment** (ability to weigh facts and possible solutions)
 - j. **Justice** (fair, consistent, and prompt consideration of each use involving discipline)
 - k. **Knowledge** (program of learning to keep abreast of current developments)
 - l. **Loyalty** (faithfulness to country, the military, superiors, subordinates, and peers)
 - m. **Tact** (ability to deal with others in a respectful manner)
 - n. **Unselfishness** (avoid providing for your own comfort and personal gain at the expense of others) ..
 - o. **Personal behavior** (sociable, personable)
2. How do you define **Mastery** in your current job? Provide one example of how you demonstrate this in your personal life and one in your professional duties.
3. How do you define **Empowerment** in your current job? Provide one example of how you demonstrate this in your personal life and one in your professional duties.
4. How do you define **Credibility** in your current job? Provide one example of how you demonstrate this in your personal life and one in your professional duties.
5. JCU is a high-operational tempo organization that will require you to be on one-hour recall status during specific periods. Does your family fully support your assignment to JCU? At the current time, if any, what special support does your family require while you are away?

Military qualifications, education, and work history

- | | | |
|--|-----|----|
| 1. Have you ever been disciplined at work? (This includes written warnings, formal letters of counseling, reprimands, suspensions, reductions in pay, or reassignments) | Yes | No |
| 2. Have you even been the subject of any judicial or non-judicial disciplinary action? | Yes | No |
| 3. Have you ever been fired, released from a job after a probationary period, or asked to resign from any place of employment? | Yes | No |
| 4. Have you ever been involved in a physical or verbal altercation with a supervisor, co-worker, or subordinate? | Yes | No |
| 5. Have you ever quit without giving proper notice? | Yes | No |
| 6. Have you ever resigned in lieu of termination? | Yes | No |
| 7. Have you ever been accused of discrimination (such as sexual harassment, racial bias, sexual orientation harassment, etc.) by a superior, co-worker, or subordinate? | Yes | No |
| 8. Were you ever the subject of a written complaint at work? | Yes | No |
| 9. Have you ever been counseled at work due to lateness or absence? | Yes | No |
| 10. Have you ever received an unsatisfactory performance review? | Yes | No |
| 11. Have you ever sold, released, or given away legally confidential information? | Yes | No |
| 12. Have you ever called in sick when you were neither sick nor caring for a sick family member? | Yes | No |
| 13. Have you ever previously screened for this or any other special duty assignment? | Yes | No |
| 14. Did your recruiter submit any waivers upon your enlistment or indicate that you did not have to disclose something from your history upon your enlistment or ever after? | Yes | No |

If you answered **Yes** to **questions 1-14**, please use the space below to explain in further detail:

15. List your last five assignments with inclusive dates and daily duties:

Date Assignment

to

to

to

to

to

16. List all fraternal, political, and professional organizations which you belong:

17. List your hobbies and interests:

18. List all military schools attended in chronological order:

Date	School	Date	School
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19. List all educational degrees, total college credits, certifications, or educational training courses:

Date	Training	Date	Training
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20. Deployment and Sea Duty History:

Date	Location	Date	Location
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Health

- | | | |
|--|-----|----|
| 1. Do you have any current medical problems or pending any medical treatment, procedure, or surgery? | Yes | No |
| 2. Have you ever been hospitalized or undergone surgery? | Yes | No |
| 3. Are you currently taking any prescribed medication or over-the-counter medication? | Yes | No |
| 4. Are you currently on, pending, or have any recent physical profiles or periods of Limited/Light Duty? | Yes | No |
| 5. Have you ever had thoughts of hurting yourself, attempted to hurt yourself, or attempted suicide? | Yes | No |
| 6. Have you ever had any mental or behavioral health treatment or counseling for any reason? | Yes | No |
| 7. Have you ever been prescribed a medication for any mental or behavioral health concern? | Yes | No |
| 8. Have you ever had problems with sleeping or do you have trouble sleeping? | Yes | No |
| 9. Are any of your dependents enrolled in EFMP? | Yes | No |
| 10. Do any of your dependents have any medical or health concerns? | Yes | No |
| 11. Have any of your dependents ever attempted to purposely to hurt themselves or attempted suicide? | Yes | No |

If you answered **Yes** to **questions 1-11**, please use the space below to explain in further detail.

Criminal

- | | | |
|---|-----|----|
| 1. Have you ever been charged with a crime regardless of whether it resulted in conviction?..... | Yes | No |
| 2. Have you ever been a party in a civil lawsuit (small claims, dissolutions, custody, paternity, ect.)? | Yes | No |
| 3. Have the police ever been called to your home for any reason? | Yes | No |
| 4. Have you ever fraudulently received welfare, unemployment compensation, workers' compensation, or other state or federal assistance? | Yes | No |
| 5. Are you now or have you ever been a member or associate of a criminal enterprise or street gang? | Yes | No |
| 6. Since the age of 18, have you ever been involved in an anger-provoked physical fight, confrontation or other violent act? | Yes | No |
| 7. Have you ever used the services of a prostitute, escort, or been to an adult massage parlor? | Yes | No |
| 8. Have you ever taken money for any sexual act or been a prostitute? | Yes | No |

If you answered **Yes** to **questions 1-8**, please use the space below to explain in further detail.

Drug and Alcohol Use

- | | | |
|---|-----|----|
| 1. Do you drink alcohol? If yes what kind and how many drinks per week? | Yes | No |
| 2. In the past three years, have you missed days or been late to work due to drug or alcohol consumption? | Yes | No |
| 3. Has your work performance ever been affected by your use of alcohol or drugs? | Yes | No |
| 4. Have you been warned by or discussed your drinking or drug habits with an employer? Has a coworker or employer ever indicated that your drinking or drug habits may impact your performance? | Yes | No |
| 5. Do you drive after drinking? | Yes | No |
| 6. Do you “binge” drink? | Yes | No |
| 7. Have you ever experienced a blackout? | Yes | No |
| 8. Are you concerned about the amount you drink? | Yes | No |
| 9. Have you ever been charged with a DUI even if it was later reduced to a lesser offense? | Yes | No |
| 10. Have you considered stopping drinking? | Yes | No |
| 11. Have you ever had an alcohol related incident? | Yes | No |
| 12. Have you ever used, sold, purchased, manufactured, or grown any illegal drugs? | Yes | No |

If you answered **Yes** to **questions 1-12**, please use the space below to explain in further detail.

Marital and Family

- | | | |
|---|-----|----|
| 1. Have you ever been divorced or legally separated? | Yes | No |
| a) Was the divorce or separation based on your moral choices or integrity? | Yes | No |
| b) Was the divorce or separation based upon drug, alcohol, or criminal activities? | Yes | No |
| 2. Do you have any child custody arrangements? | Yes | No |
| 3. Have you ever hit or physically overpowered a spouse or romantic partner? | Yes | No |
| 4. Have you ever been hit or physically overpowered by a spouse or romantic partner? | Yes | No |
| 5. Have you or your spouse/partner ever been referred to Child Protective Services? | Yes | No |
| 6. Have you ever been the subject of an emergency restraining order or stay-away order? | Yes | No |

If you answered **Yes** to **questions 1-6**, please use the space below to explain in further detail.

Statement of Understanding

The Department of Defense regards information provided by you to be personal in nature and will not be released to anyone unless authorized by Executive Order or statute.

The Department of Defense requires the same confidentiality from all prospective candidates who interview for these sensitive positions. **No information seen or heard by screening individuals will be discussed or disclosed without your written consent.**

Privacy Act Statement

AUTHORITY: Sec 301, Title 5, USC; Sec 3012, Title 105 USC.

PRINCIPAL PURPOSE (S): To obtain personal & financial data from military/civilian personnel applying for an assignment to a sensitive position or from military personnel requesting to extend a current assignment in a sensitive position. This information will constitute one of several indicators of the applicant's **judgment, maturity, and suitability** for assignment to a sensitive position.

ROUTINE USES: The data is to provide relevant personal history information to people who will be evaluating your case **and** will be disclosed to, and used by, only the Commander and selected members of the staff who are responsible for determining suitability for assignment of the applicant.

DISCLOSURE: Disclosure of applicant's SSN is voluntary. Disclosure of information requested in the Enlisted Application is voluntary. Failure to provide all information requested will result in an evaluation being made of the applicant's potential based upon incomplete data. Should the applicant use the Privacy Act as a basis to not provide information requested it may result in the inability to determine suitability for an assignment to a sensitive position.

I understand the purpose of the DoD interview process is to determine my acceptability for a sensitive position within the United States Department of Defense. This process requires the information I provide to the doctors, security staff personnel, personnel sections, and the Commander, be kept strictly confidential.

Applicants Signature

AUTHORITY FOR RELEASE OF INFORMATION

Joint Communications Unit

AUTHORITY FOR RELEASE OF INFORMATION

I hereby authorize any duly accredited representative of the Department of Defense, including those from the Defense Investigation Service, to obtain any information relating to my activities from individuals, schools, residential management agents, employers, criminal justice agencies, financial or lending institutions, credit bureaus, consumer reporting agencies, retail business establishments, medical institutions, hospitals or other repositories of medical records. This information may include, but is not limited to, my academic, residential, achievement, performance, attendance, personal history, disciplinary, criminal history record, arrest, conviction, medical, psychiatric/psychological, financial and credit information.

I further authorize the Defense Investigative Service and any other authorized Department of Defense agency, to request criminal history record information about me from criminal justice agencies for the purpose of determining my eligibility for access to classified information, or assignment to, or retention in, sensitive national security duties, in accordance with 5 U.S.C. 9101. I understand that I may request a copy of such records as may be available to me under the law.

I hereby direct you to release such information upon request of the bearer. I understand that the information released is for official use by the U.S. Department of Defense and may be disclosed to such third parties as necessary in the fulfillment of official responsibilities. I direct you to release such information upon request of the duly accredited representative of any authorized Department of Defense agency regardless of any agreement I may have made with you previously to the contrary. I have been advised that the original of this authorization will be placed on file with the Department of Defense. This authorization will expire in five (5) years or upon the termination of my affiliation with Department of Defense, whichever is sooner. Should there be any question as to the validity of this release, you may contact me as indicated below.

Applicant's Last Name

Applicant's First Name

Applicant's Middle Name

Date of Birth

Other Names Used by Applicant

Current Address:

Street

City

Phone Number

State

Zip

Applicant's Signature

PRIVACY ACT STATEMENT

Authority: 10 USC 113 - Principal Purpose: To obtain personal financial data from military/civilian personnel applying for an assignment to a sensitive position or from military personnel requesting to extend a current assignment in a sensitive position. The data will be acquired, with the applicant's consent, from credit reporting agencies. This information will constitute one of several indicators of the applicant's judgment, maturity, and suitability for assignment to a sensitive position. Routine Uses: The data will be disclosed to, and used by, only the Commander and selected members of the staff who are responsible for determining suitability for assignment of the applicant. The data, in the form of a credit report, will be destroyed as soon as the suitability for assignment is determined, in no event more than sixty (60) days from acquiring the data. Disclosure: Voluntary. However, failure to furnish the requested information may result in the inability to determine suitability for assignment to a sensitive position.