“How to Handle an Applicant who states they have Criminal Conviction”

*IN NEW JERSEY - THIS CAN ONLY BE DISCUSSED AFTER THE FIRST INTERVIEW AS OF 03/01/15*

* Ask what is the conviction
* Ask what was the crime
* Ask how long ago
* Ask age at time of conviction
* Ask circumstances
* Ask about rehabilitation – personal statement

(employed, family, church, community service – anything

that demonstrates good citizenship)

* Crimes of severe nature require serious inquiry
* Less crimes (offenses) are easier to handle
  + Time issue
    - 5-7 years ago
  + Nature
    - Young in college, caught in atmosphere
    - During divorce, had no money to feed family – wrote bad checks
    - Got in a bar fight