

Application for Employment

PLEASE PRINT

Position(s) applied for _____ Date of application ___/___/___

Name _____
Last
First
Middle

Address _____
Street
City
State
Zip Code

Telephone # (____) _____ Social Security # _____

If you are under 18, and it is required, can you furnish a work permit?----- Yes No

If no, please explain _____

Have you ever been employed by the County Before?----- Yes No

If yes, when? _____

Are you legally eligible for employment in this country?----- Yes No

Date available for work----- ___/___/___

Type of employment desired----- Full-Time Part-Time

Are you able to meet the attendance requirements of the position?----- Yes No

Have you ever been convicted of a crime in the last (7) years?----- Yes No

If yes, please explain _____

Conviction will NOT necessarily be a bar to employment. Each instance and explanation will be considered in relation to the position for which you are applying

Employment History

Provide the following information for your past (4) employers, assignments, or volunteer activities, starting with the most recent

Name & Address of Company & Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							

Name & Address of Company & Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							

Name & Address of Company & Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							

Name & Address of Company & Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							

Skills and Qualifications

Summarize any training, skills, licenses, and/or certificates that may qualify you as being able to perform job-related functions in the position for which you are applying. _____

Educational Background

Name and Location	Years Completed	Did you Graduate?		Course of Study
High School		___ Yes ___ No		
College		Major	Degree	
Other				

References

Name	Telephone	Years known
	() -	
	() -	
	() -	

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to employ me. I understand and agree that my employment is at-will and can be terminated by either party with or without notice, at any time, for any reason, or no reason. No one other than an officer of the Company has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and then only in a writing signed by an officer. I understand that if employment is offered to me, I may be required to undergo a physical examination by a physician chosen by the County as well as drug and alcohol abuse screening test prior to starting work and during the period of my employment.

Signed _____