

EDUCATION List any education, training and/or specialized experience (such as trade, vocational or technical school) you feel would help you perform the work and responsibilities of the position for which you are applying.

	Name of the Institution	Location (City & State)	Course of Study	Years Completed	Diploma or Degree Yes/No or # of Credits
High School Or Equivalent					
Undergraduate College or University					
Graduate School					
Trade or Vocational School					
Trade or Vocational School					
Education in The Military					

Describe any other specialized training, education, apprenticeship, license, certifications, or extra-curricular activities you believe are relevant or would help you perform the duties of the position you are apply for. Indicate where you acquired them or the issuing authority for licenses.

MILITARY WORK HISTORY Have you ever served in the U.S. Armed Forces, National Guard or Military Reserves Yes No If yes,

Branch & Division: _____ # of years of service: _____

Job Class or Specialty: _____

FORMER EMPLOYERS List below the last three employers, starting with last one first:

Date Month and Year	Name, Address and Telephone # of Employer	Salary	Position	Reason for Leaving
FROM: TO:				
FROM: TO:				
FROM: TO:				

Which of these jobs did you like best? _____

What did you like best about the job? _____

CRIMINAL RECORD A criminal record is not an automatic bar to employment. Do NOT list any arrest, charge or detention that did not result in conviction or any arrest, detention or conviction that has been judicially expunged, sealed, impounded or eradicated.

Have you been CONVICTED, pled GUILTY, or NO CONTEST, or FORFEITED BOND OR BAIL for any crime in the last 10 years [] Yes [] No If yes, please explain:

SKILLS/QUALIFICATIONS List any other skills or qualifications that you believe is relevant to the position you are apply for.

VERIFICATION AND SIGNATURE

1. I authorize the investigation of all matters that the County deems relevant to my qualifications for employment, including all information given in this application and in any attachments, supporting documents or interviews. I authorize you to request and receive such information and I release from all liability any current or former employers, other entities (schools, etc.) or persons (such as current or former supervisors, coworkers, etc.) supplying it. I also release you from all liability which might result from making the investigation.
2. I certify that all of the information given in this application and in any attachment, supporting documents or interviews are (or will be) true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission, as well as any misleading statements or omissions, generally will result in denial of employment, withdrawal of any offer of employment, or immediate termination, regardless of when and how discovered.
3. I understand that I may be required to submit to pre- or post- employment physical or other professional examinations, medical inquiries and/or urinalysis tests for the present of drugs and/or alcohol. I agree to such examinations, inquiries and/or testing at the County’s expense. I authorize release of the results to the County and their use to evaluate my suitability for employment. I also release the County from all liability arising out of or connected with any examinations, inquiries and/or testing.
4. I understand that I may resign or be terminated, without cause or notice, any ant time, unless otherwise stated in a collective bargaining agreement or a written employment contract. I also understand that only the Board of County Commissioners has the authority to agree to any other terms and/or enter into such agreements or contracts, and that all such agreements (collective bargaining agreements or agreements for other terms of employment) or contracts must be in writing and signed by both parties. I also understand that unless otherwise stated in a collective

bargaining agreement or a written employment contract, the County may change, withdraw and interpret other policies (including wages, hours and working conditions) as it deems appropriate.

5. This application will only be considered for this position and this job-opening announcement, unless otherwise notified by the County.
6. I understand and agree that if I am hired the statements in these paragraphs will become a binding part of my employment relationship. I have read each of these statements. I have also reviewed all of the information provided in this application and in any attachments or supporting documents.

Signature: _____ Date: _____

Unsigned or incomplete applications will not be processed