

## COUNTY OF CLARION APPLICATION FOR EMPLOYMENT



## We are an Equal Employment Opportunity Employer Drug-Free Work Environment

Note: Please complete the application entirely with as much detail as possible so that it can be accurately evaluated. Answers to application questions will be utilized for applicable, job related information only. Do not reference resume.

Last	First	M.I.		Date
Address:		- C'		
Number	Street	City	State	Zip
E-mail Address:		Are you at least age 18?	[] YES	[ ] NO
Telephone: Home		Cell		
Referral Source: Pleas [ ] County Website	e Check Box that applies.  [ ] Advertisement (Please Specify)	[]0	other	
Position you are applyi	ng for:What ar	e your salary expectatio	ns? \$	per
	zenship or authorization to work in the U.S.? provide documentation of identity and employment eligif 1986.)	ribility prior to starting en	[ ] <b>Y</b> nployment as required	
information	of a felony or misdemeanor? [ ] YES [ ] N			
EDUCAT	ION – If position applied for requires a degree,	please include transcr	ipt with this appli	cation.
EDUCAT	ION – If position applied for requires a degree,	please include transcr	ipt with this appli	cation.
EDUCAT TYPE OF SCHOOL	ION – If position applied for requires a degree,  NAME & ADDRESS OF SCHOOL	MAJOR COURSE	GRADUATED YES or NO	DEGREE EARNED
түре оғ		MAJOR	GRADUATED	DEGREE
TYPE OF SCHOOL		MAJOR	GRADUATED	DEGREE
TYPE OF SCHOOL HIGH SCHOOL COLLEGE POST GRAD.		MAJOR	GRADUATED	DEGREE
TYPE OF SCHOOL HIGH SCHOOL COLLEGE POST GRAD. SCHOOL BUSINESS		MAJOR	GRADUATED	DEGREE
TYPE OF SCHOOL HIGH SCHOOL COLLEGE POST GRAD. SCHOOL		MAJOR	GRADUATED	DEGREE
TYPE OF SCHOOL  HIGH SCHOOL  COLLEGE  POST GRAD. SCHOOL  BUSINESS SCHOOL  TECHNICAL SCHOOL  Have you worked for the school schoo		MAJOR COURSE	GRADUATED YES or NO	DEGREE EARNED
TYPE OF SCHOOL  HIGH SCHOOL  COLLEGE  POST GRAD. SCHOOL  BUSINESS SCHOOL  TECHNICAL SCHOOL  Have you worked for the employment ended.  Section 11 of the Employment	NAME & ADDRESS OF SCHOOL	MAJOR COURSE	GRADUATED YES or NO	DEGREE EARNED

training, etc.). Include special skills, licenses, professional associations, etc.

## **EMPLOYMENT HISTORY**

List sequentially - present or last employer first. Include all full-time and part-time work, (seasonal, temporary, or otherwise) as well as any other paid work. Please be as detailed as possible about your job duties and titles. (Attach additional sheets as necessary to explain job duties.)

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Starting Date	<b>Ending Date</b>	Name & Address of Present or Last Employer
Hours Per Week	Employers Phone #	
Name & Title of Immediate Supervisor:		
Reason For Leaving:		
Job Title:		
Brief Description of Duties:		

Starting Date	Ending Date	Name & Address of Present or Last Employer
Hours Per Week	Employers Phone #	
Name & Title of Im	mediate Supervisor:	
Reason For Leaving	;	
Job Title:		
Brief Description of	<b>Duties:</b>	

Starting Date	<b>Ending Date</b>	Name & Address of Present or Last Employer
Hours Per Week	Employers Phone #	
Name & Title of Immediate Supervisor:		
Reason For Leaving:		
Job Title:		
Brief Description of Duties:		

VETERANS' HIRING PREFERENCE ELIGIBILITY
Have you ever served in the armed forces? [ ] Yes [ ] No *If yes, fill out bullet points below*  If yes, which branch: Rank at discharge: Dates served from: What were your duties?
(You MUST attach Form DD214 to determine Veterans' Hiring Preference Eligibility)
GENERAL INFORMATION
1. Are you presently employed? If yes, state reason(s) for applying for this job opportunity:
2. Do you have any reasons why you might be unable to perform consistently and promptly any of the job duties that would be required by you considering the position for which you are applying.  [ ] Yes [ ] No  If yes, please explain:
3. Do you have any objections to overtime, if required by job?  4. Have you ever been disciplined or discharged?  If yes, please explain:
5. What date would you be available to start work?
SIGNATURE AUTHORIZATION/CERTIFICATION
It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for cancellation of the application and/or for separation from the County's service if I am employed. I understand that the County of Clarion may contact present and/or former employers pursuant to Act 3 of 2005 and that such employers are authorized to release information related to my past work performance.  I certify that the information provided in this employment application (and accompanying resume, if any) is true complete and I understand that any
false or misleading information or significant omissions may disqualify me from further consideration for employment, and may be justification for my dismissal from employment, if discovered at a later date. I agree to immediately notify the county if I should be convicted of a felony while my job application is pending, or during my period of employment, if hired.
I authorize investigation of all statements contained in the application (and accompanying resume, if any). I also authorize the County of Clarion to contact my present and past employers.
I authorize any person, school, current or previous employer, and organizations named in this application form (and accompanying resume, if any) to provide the County of Clarion with any relevant information and opinion that may be useful to the company in making a hiring decision and I release such persons and organizations from any legal liability in making such statements.
I understand that the employer's acceptance of this application means that I will be considered along with all other applications for the position(s) applied for if such position(s) is open, and that it does not guarantee me an interview or an offer of employment.
I understand that neither this document not any offer of employment from the employer constitutes an employment contract.
I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the employee may resign at any time and the employer may discharge employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document, verbal agreement, or by conduct.
I understand that any offer of employment is also contingent upon my ability to provide the documentation required by the Immigration Reform and Control Act of 1986 to substantiate that I am legally authorized to work in the United States.
I understand that, if applicable for the position for which I am being considered, I will be required to furnish any or all of the following, and that ar offer of employment and/or continuation of my employment will be dependent upon these meeting the standards required by the position: child abuse clearance, criminal history clearance, driving history, physical examination.
Should I be hired I agree to abide by all county rules and regulations. This application for employment shall be considered active for a period of time not to exceed 60 days. I understand that if I wish to continue to be considered for employment after this time, I must update my application or complete a new application.

Signature: \_\_\_\_\_\_Date: \_\_\_\_\_

In addition, please list here <u>any other names</u> used during education or employment: