



GRAHAM COUNTY APPLICATION FOR EMPLOYMENT

AN EQUAL OPPORTUNITY EMPLOYER

NAME _____
Last First Middle

DATE _____ SOCIAL SECURITY NUMBER _____

MAILING ADDRESS _____
Street City State Zip Code

DATE YOU CAN START _____ HOME PHONE NO. _____

POSITION YOU ARE APPLYING FOR _____ WORK PHONE NO. _____

GENERAL INFORMATION

ARE YOU EIGHTEEN YEARS OF AGE OR OLDER? YES _____ NO _____

HAVE YOU SERVED IN THE U.S. MILITARY FOR TWO YEARS OR MORE? YES _____ NO _____

WERE YOU HONORABLY DISCHARGED? IF NO, EXPLAIN UNDER THE COMMENTS SECTION YES _____ NO _____

ARE YOU CURRENTLY A MEMBER OF THE NATIONAL GUARD OR RESERVES? YES _____ NO _____

MAY WE CONFIRM YOUR EMPLOYMENT HISTORY WITH PAST OR PRESENT EMPLOYERS? YES _____ NO _____

DO YOU OBJECT TO VERIFICATION OF YOUR DRIVING RECORD? YES _____ NO _____

HAVE YOU BEEN CITED FOR ANY MOVING TRAFFIC VIOLATIONS WITHIN THE LAST THREE YEARS? YES _____ NO _____

HAVE YOU BEEN CONVICTED OF A MISDEMEANOR OR FELONY WITHIN THE LAST SEVEN YEARS? YES _____ NO _____

COMMENTS _____

PROVIDING A YES RESPONSE AND COMMENT ON TRAFFIC VIOLATIONS, CRIMINAL RECORD OR DISHONORABLE DISCHARGE DOES NOT ELIMINATE YOU FROM CONSIDERATION.

REFERENCES

Provide the following information on three individuals not related to you that you have known for at least one year:

NAME	ADDRESS	PHONE NO.	YEARS ACQUAINTED
1.			
2.			
3.			

IN CASE OF EMERGENCY NOTIFY _____
Name Address Phone No.

EDUCATION AND TRAINING

<i>High School Name and Location</i>		<i>Did you Graduate?</i> <input type="checkbox"/> YES <input type="checkbox"/> NO		<i>If not, do you have a GED?</i> <input type="checkbox"/> YES <input type="checkbox"/> NO <i>Issued by:</i>		
<i>Colleges & Universities, including Locations</i>	<i>Dates Attended</i> <i>From To</i>	<i>Major</i>	<i>Credits</i>	<i>Degree Awarded?</i>	<i>Type of Degree</i>	<i>Date Completed</i>
<i>Business, Trade, Technical, Military Schools & Locations</i>	<i>Dates Attended</i> <i>From To</i>	<i>Subject</i>	<i>Credits</i>	<i>Degree Awarded?</i>	<i>Type of Degree</i>	<i>Date Completed</i>
<i>Drivers License, Professional License and/or Certificates</i>	<i>Issued By</i>	<i>License Number and/or Classification</i>		<i>Date Issued</i>	<i>Date Expires</i>	

EMPLOYMENT HISTORY

This section must be filled out completely, beginning with your most recent experience. Include self-employment and U.S. military service. List each promotion separately and explain any gaps between employment periods. Incomplete descriptions may result in lower ratings. If more space is needed, attach another sheet and provide information in the same format.

<i>1. Employer</i>	<i>Address</i>		<i>City</i>	<i>State</i>	<i>Employer Phone</i>	<i>Your Supervisor</i>
<i>Your Title</i>	<i>Hrs/Week</i>	<i>Dates Employed</i> <i>From To</i>	<i>Total Months Worked</i>	<i>No. of staff supervised</i>	<i>Final Salary</i> \$ <i>Per</i>	<i>Reason for Leaving</i>
<i>Duties</i>						
<i>2. Employer</i>	<i>Address</i>		<i>City</i>	<i>State</i>	<i>Employer Phone</i>	<i>Your Supervisor</i>
<i>Your Title</i>	<i>Hrs/Week</i>	<i>Dates Employed</i> <i>From To</i>	<i>Total Months Worked</i>	<i>No. of staff supervised</i>	<i>Final Salary</i> \$ <i>Per</i>	<i>Reason for Leaving</i>
<i>Duties</i>						
<i>3. Employer</i>	<i>Address</i>		<i>City</i>	<i>State</i>	<i>Employer Phone</i>	<i>Your Supervisor</i>
<i>Your Title</i>	<i>Hrs/Week</i>	<i>Dates Employed</i> <i>From To</i>	<i>Total Months Worked</i>	<i>No. of staff supervised</i>	<i>Final Salary</i> \$ <i>Per</i>	<i>Reason for Leaving</i>
<i>Duties</i>						
<i>4. Employer</i>	<i>Address</i>		<i>City</i>	<i>State</i>	<i>Employer Phone</i>	<i>Your Supervisor</i>
<i>Your Title</i>	<i>Hrs/Week</i>	<i>Dates Employed</i> <i>From To</i>	<i>Total Months Worked</i>	<i>No. of staff supervised</i>	<i>Final Salary</i> \$ <i>Per</i>	<i>Reason for Leaving</i>
<i>Duties</i>						

CERTIFICATION

I hereby certify that all statements in this application are true, and I understand that any misstatements or omissions of facts may cause forfeiture of any employment that may be offered:

SIGNATURE: _____ DATE: _____