APPLICATION FOR EMPLOYMENT

TUSCOLA COUNTY

Have you ever filed an application with us before? yes no If yes, when		POSITION APPLIED FOR:					
Name (Last, first, m	iddle)						
Address (Street, city, state, zip code)						How many years?	
Telephone							
Previous address (Street, city, state, zip code)						How many years?	
Specify any days or times you are not available for work:		What shift(s) are you willing to work?					
Salary Expectation: \$ Per		Date Available for Work:		Employment Status: ☐ Full Time ☐ Part Time			
Have you ever been employed by Tuscola County?		Date Started			Date Left		
In what Department?	In what position?	Reason for Leaving					
Are you a U.S. Citizen?	If you are not a U.S. citizen, do you have a legal right to remain permanently in the United States: Yes No If employed, can you submit verification of your legal right to remain in the U.S.? Yes No						
What Prompted you	r Application?						
Do you have a telep	hone at your place of residence?	Ye	esNo				
Do you have a reliable form of transportation available to you to go to and from work? Yes No							
MILITARY SERV	/ICE						
Service		Bra	nch	Dates of	f Service From	То	
Were you honorably discharged?				Reserve	status		
Describe any specia	lized training and duties:						

EMPLOYMENT HISTORY - List your last four employers, or all employers for the last ten years, whichever is greater. Attach additional signed sheets if necessary. Also list and explain any period(s) of unemployment. Please answer all inquiries. "See Resume" is not acceptable.

Employer's Name	Dates (month and year): From To			
Address (Street, city, state, zip code)		Telephone		
Supervisor (Name & title)	Your title		Salary	
Duties & responsibilities				
Reason for leaving				
Employer's Name		Dates (month and year): From To		
Address (Street, city, state, zip code)		Telephone		
Supervisor (Name & title)	Your title		Salary	
Duties & responsibilities				
Reason for leaving				
Employer's Name		Dates (month and year From To		
Employer's Name Address (Street, city, state, zip code)				
	Your title	From To		
Address (Street, city, state, zip code)	Your title	From To	0	
Address (Street, city, state, zip code) Supervisor (Name & title)	Your title	From To	0	
Address (Street, city, state, zip code) Supervisor (Name & title) Duties & responsibilities	Your title	From To	Salary r):	
Address (Street, city, state, zip code) Supervisor (Name & title) Duties & responsibilities Reason for leaving	Your title	From To To Telephone Dates (month and year)	Salary r):	
Address (Street, city, state, zip code) Supervisor (Name & title) Duties & responsibilities Reason for leaving Employer's Name	Your title Your title	From To To Telephone Dates (month and year From To	Salary r):	
Address (Street, city, state, zip code) Supervisor (Name & title) Duties & responsibilities Reason for leaving Employer's Name Address (Street, city, state, zip code)		From To To Telephone Dates (month and year From To	Salary r):	

Are you currently on "layoff" status and subject to recall? Have you ever been discharged by an employer or resigned Have you ever been disciplined (other than discharged) by If you answered yes to either of the two previous questions.	ned in lieu of discharge? Yes No by an employer? Yes No	es, describing any action you took				
and any resolution, on an attached signed sheet. How much time have you missed from work in the past tw Do you have a valid driver's license? Yes	welve months?					
EDUCATION		•				
SCHOOL	LOCATION	DEGREES				
High School						
Business School						
College/University						
Trade/Vocational School	<u> </u>					
Extracurricular activities & honors received in school						
PROFESSIONAL LICENSES, REGISTRATIO	ONS AND/OR CERTIFICATIONS					
List all states in which you are or have been licensed or	· · · · · · · · · · · · · · · · · · ·	additional pages if necessary.				
Have you ever had any professional license or certification probation? Yes No	ion placed under investigation, disciplined, suspe	ended, revoked or put on				
Have you ever been denied a license or certification?	Yes No					
If you answered yes to either above questions, explain in detail on an attached signed statement.						

MISCELLANEOUS Do you have any felony charges pending against you? Yes No Have you ever been convicted or pled guilty or nolo contendere to a crime? Yes No If you answered yes to either of the two proceeding questions, explain by giving the date, nature of the offense and circumstances in an attached, signed statement. Conviction of a crime will not necessarily disqualify an applicant from employment. Are you 18 years of age or older? Yes No Are you able to perform the duties of the job for which you have applied? Yes No Give the name, address and telephone numbers of three references who are not related to you: References: 1. 2. 3. CERTIFICATION I understand that I may be required to submit to a physical examination, which may include a drug test, prior to beginning employment and that I must satisfactorily pass such an examination to obtain employment. I have read and fully understand the questions on this application for employment. I have completely, truthfully, and accurately answered each and every question to the best of my knowledge. I understand that all the inquiries on this application are subject to verification and authorize any schools that I have attended, licensing and certification boards and current and previous employers to release any requested information to the County. I also specifically waive written notice from any and all former employers regarding their disclosure to the County of any prior disciplinary action and waive any claim against the County and current or former employers arising from such investigation or disclosure. I understand that any misrepresentation of the information I have supplied or failed to supply can result in a rejection of this application or, if I have been hired, an immediate dismissal at the sole discretion of the **County**. I understand and agree that in the absence of an express written contract or agreement to the contrary, signed by an authorized executive of the County and by me or my authorized representative, any employment I accept shall be for an indefinite term and may be terminated at any time with or without cause either by me or at the will and sole discretion of the County regardless of any contrary provisions in any

other forms, manuals, handbooks or other documents. Similarly, such employment shall be at the wages, benefits, hours and conditions as the **County** may determine and change from time to time and I agree to abide by any rules, regulations, policies and procedures that may be established from time to time. I understand that no one, other than an authorized executive of the **County** has any authority to enter into an agreement with me contrary to the provisions of this paragraph and that any such agreement must be in writing and signed by such

(Date)

It is with full understanding and agreement with the provisions of this Certification that I will accept any employment offered to me.

authorized executive or it shall not be effective

(Signature of Applicant)