

Emmet County Iowa

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apt./Unit # City State Zip Code

Phone: _____ Email _____

Date Available: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for the county? YES NO If yes, when? _____

Do you have any relatives currently working for the county? YES NO If yes, describe relationship and position they hold. _____

Education

High School: _____ Address: _____
Did you graduate? YES NO Diploma: _____

College: _____ Address: _____
Did you graduate? YES NO Degree: _____

Other: _____ Address: _____
Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary:\$ _____ Ending Salary:\$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Skills/Trainings/Certification

Below please list any other Trainings/Certifications/Endorsement/Skills that you have: (Example: CDL / First Aid / Computer Work)

Background Check Consent

IF ASKED, ARE YOU WILLING TO CONSENT TO A BACKGROUND CHECK?

YES

NO

By consent to a background check, I authorize the County to investigate and verify all statements in the application, and to contact and obtain information from all references, employers, educational institutions. I release the County and its representatives from all claims relating to information provided to the County as part of my application for employment.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. I understand that any material omission, or false or misleading information in my application or interview will be cause for denial of the application or dismissal from employment upon discovery.

Signature: _____ Date: _____

Emmet County considers applications for all positions without regard to race, color, religion, sex, gender identity, sexual orientation, national origin, age, marital or veteran status, disability, or other legally protected status. Applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the County.

