

OSCEOLA COUNTY
APPLICATION FOR EMPLOYMENT

"OSCEOLA COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER"
Federal and State law prohibit discrimination on the basis of race, religion, sex, age, national origin, marital status or mental or physical disability. No question on the application is intended to secure information to be used for such discrimination.

THIS IS A FILLABLE FORM. PLEASE TYPE IN THE INFORMATION TO FIT THE SPACES.

GENERAL INFORMATION

Date: _____

Position(s) Applied For: _____

Name _____

Address _____

Home Telephone _____

Cell Phone _____

E-mail address _____

Have you ever filed an application at Osceola County before? Yes No

If yes, give the date _____

Have you ever been employed at Osceola County previously? Yes No

If yes, give date & department _____

Are you currently employed? Yes No

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire. Applicants are subject to background checks.

Employment desired: Full-time Part-Time Temporary

When are you available for work? _____

Can you travel if a job requires it? Yes No

Have you ever been convicted of a felony? Yes No

If yes, please explain _____

Are you a veteran of the United States military service? Yes No

If yes, please list what branch of service and years of service _____

If yes, did you receive an honorable discharge? Yes No

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL	LOCATION	# OF YEARS	MAJOR or DEGREE	CHECK IF GRADUATED
High School					
College					
Graduate School					
Bus. Or Trade School					
Professional School					

COMPUTER SKILLS (Only for positions which require computer skills)

Check off those computers skills with which you are proficient (any version).

- PC Users
 Macintosh User
 Windows
 Microsoft Word
 Microsoft Access
 Microsoft Excel
 Microsoft Publisher
 Web Page Design/Maint.
 E-mail
 Internet
 Other. Please list _____

DRIVER'S LICENSE (Only for positions which require driving)

- Do you have a driver's license?
 Yes
 No
 Driver's License # _____ State of issue _____
 Operator
 Commercial (CDL)
 Chauffeur
 Expiration Date _____
 Have you had any accidents during the past three years?
 Yes
 No
 How many? _____
 Have you had any moving violations during the past three years?
 Yes
 No
 How many? _____

OTHER SPECIAL SKILLS

Please list other special skills you may have, e.g. fluency in other languages, licenses, specialized training, apprenticeships, or job related military training.

WORK EXPERIENCE

Please list your work experience beginning with your current or most recent job. If you were self-employed, give firm name. Exclude organization names which indicate race, religion, color, national origin, age, sex, disability, sexual orientation, or veteran's status.

Employer:	
Address:	
Job Title:	Supervisor:
Dates of Employment : From: To:	Rate of Pay: Starting: Ending:
Work Performed:	
Reason for Leaving:	

Employer:	
Address:	
Job Title:	Supervisor:
Dates of Employment : From: To:	Rate of Pay: Starting: Ending:
Work Performed:	
Reason for Leaving:	

Employer:	
Address:	
Job Title:	Supervisor:
Dates of Employment : From: To:	Rate of Pay: Starting: Ending:
Work Performed:	
Reason for Leaving:	

References

Please list two references other than relatives or previous employers.

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Address _____	Address _____
_____	_____
Telephone _____	Telephone _____

Your application will remain confidential unless you agree to disclosure by signing below
I agree to allow this application to be subjected to disclosure, check the box and sign next to it.

_____ Date Signed _____
Signature of applicant

Check the box and sign below to give Osceola County the authority to contact your current or any previous employers.

_____ Date Signed _____
Signature of applicant

WAIVERS AND DISCLOSURES

Please read each section carefully and sign below.

AT-WILL EMPLOYMENT

It is my understanding that this employment application, or the granting of an oral interview, does not represent a contract of employment or a promise of future benefits by this organization. I understand and agree that, if hired, my employment will be at-will in nature and may be terminated, with or without cause, at any time, by either myself or my employer. I also understand that this written statement supersedes any and all oral representations made by agents or representatives of this organization.

CERTIFICATION OF TRUTH AND ACCURACY

I certify that the information in this application is true, complete and correct. I understand that false answers, statements, or significant omissions made by me on this form shall be sufficient cause for denial of employment or discharge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

Signature of Applicant Date Signed _____

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

Thank you for applying to Osceola County