

# LAVACA COUNTY

## EMPLOYMENT APPLICATION

Equal Opportunity Employer M/F/D

The Age Discrimination in Employment Act of 1967 forbids discrimination against Persons over the age of 40.

### YOU MUST ANSWER ALL QUESTIONS TO BE CONSIDERED FOR A POSITION

|                                                                                                                                                   |                                                                                         |                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------|
| Name                                                                                                                                              | Today's Date                                                                            |                  |
| Street Address                                                                                                                                    | Phone No.                                                                               | Position Desired |
| City, State, & Zip Code                                                                                                                           |                                                                                         |                  |
| All applicants for employment must be at least 18 and 21 if applying for a Deputy sheriff position. Can you submit proof of age after employment? |                                                                                         |                  |
| Has Bond ever been refused?                                                                                                                       |                                                                                         |                  |
| Are you related by blood or marriage to any employee/official?<br>(if yes, state name and relationship)                                           |                                                                                         |                  |
| REFERRED BY:                                                                                                                                      | Are you legally eligible to work in the U.S.? (Verification will be required upon hire) |                  |
|                                                                                                                                                   | <input type="checkbox"/> Yes <input type="checkbox"/> No                                |                  |

### EDUCATION

Please identify any educational background you believe we should consider in evaluation of your qualifications for the position you seek.

| Name and Location of School                    | Major Subject | No. of Years Completed | Graduated? Degree? | Major Subjects |
|------------------------------------------------|---------------|------------------------|--------------------|----------------|
| High School                                    |               |                        |                    |                |
| College                                        |               |                        |                    |                |
| College                                        |               |                        |                    |                |
| Graduate School                                |               |                        |                    |                |
| Other (Trade, Business or Professional School) |               |                        |                    |                |

|                                                                                       |
|---------------------------------------------------------------------------------------|
| Describe any Honors or Awards                                                         |
| Other course work applicable to this type of work.                                    |
| Extracurricular activities related to the type of position for which you are applying |

### U.S. MILITARY SERVICE

| Number of years served | Branch of Service | Rank at discharge | Duties |
|------------------------|-------------------|-------------------|--------|
|                        |                   |                   |        |

|                                                                                                                            |                                                                             |
|----------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| Are you a member of the National Guard or Reserve?                                                                         | Do you anticipate any active duty including reserve training in the future? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Active <input type="checkbox"/> Inactive | <input type="checkbox"/> Yes <input type="checkbox"/> No                    |

## PREVIOUS EMPLOYMENT

### All Questions Must Be Answered

Provide employer information for the last 10 years and any other work history you feel is relevant to the position you have applied for. Attach extra sheets if necessary

|                              |                          |                    |
|------------------------------|--------------------------|--------------------|
| (1) Present or last employer |                          | Phone No.          |
| Address                      | Date Started             | Date Left          |
| Immediate Supervisor         | Their Title              | Your Title         |
| Annual Salary at start       | Annual Salary on leaving | Reason for leaving |
| Your duties                  |                          |                    |
| (2) Previous employer        |                          | Phone No.          |
| Address                      | Date Started             | Date Left          |
| Immediate Supervisor         | Their Title              | Your Title         |
| Annual Salary at start       | Annual Salary on leaving | Reason for leaving |
| Your duties                  |                          |                    |
| (3) Previous employer        |                          | Phone No.          |
| Address                      | Date Started             | Date Left          |
| Immediate Supervisor         | Their Title              | Your Title         |
| Annual Salary at start       | Annual Salary on leaving | Reason for leaving |
| Your duties                  |                          |                    |

## JOB SKILLS/QUALIFICATIONS

Please list below the skills and qualification you possess for the position for which you are applying:

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|-------------------------------|-------------------------|-----------------------------------|--------------|
| Date available                | Starting Salary desired | Have you made application before? | If so, when? |
| In case of emergency, notify: |                         |                                   |              |
| Name                          | Address                 | Phone No.                         |              |

## PREEMPLOYMENT STATEMENT

I authorize Lavaca County to make any inquiries they desire regarding my education, employment, ability, habits, and personal character for the purpose of determining my fitness for employment, including performing a criminal history search through the Texas Department of Public Safety. I also authorize previous employers or any other persons, to whom the county may refer to give any and all information regarding my employment or scholastic record together with any information personal or otherwise, and I hereby release such persons and any companies which they represent from all liability or any damages whatsoever in connection with their compliance. I understand that misrepresentation or omission of any fact or circumstances called for in this application which would affect my application unfavorable or receipt of unsatisfactory references will be sufficient cause for termination without liability. I also understand any job offer is contingent on passing a drug screen test. This application is not an employment contract and is not intended to create contractual obligation of any kind. Neither Lavaca County nor its employees are bound to continue the employment relationship if either chooses at its will to end the relationship at any time. All employment is at will and the relationship cannot be modified unless in writing.

**Date:** **Applicant's Signature:**