



Employment Application

Garfield County

Applicant Information

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

Address: _____
Street Address Apartment/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 this company? YES NO If yes, when? _____

Have you ever been convicted of a felony? YES NO If yes, explain:

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

GARFIELD COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

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 <input type="checkbox"/>	NO <input type="checkbox"/>	
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Skills and Qualifications

Summarize skills and qualifications that may qualify you to work for Garfield County (use additional pages or make reference to see resume):

Military Service

Branch: _____ From: _____ To: _____
 Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain:

Disclaimer, Certification and Signature

PLEASE READ CAREFULLY BEFORE SIGNING

It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for cancellation of this application and/or separation from the employer's service if I have been employed.

I hereby certify that all the information submitted by me on this application is true and complete and I understand that if any false information, omissions or misrepresentations are discovered, my application may be rejected and if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to Garfield County's Rules, Policies and Regulations. I also certify that I have read and understand the Job Description for the position in which I am applying and that I am physically, mentally and emotionally able to fully perform, without an accommodation, the job tasks as defined in the Job Description.

I give Garfield County the right to investigate all references and to secure additional information about me, if job related. I authorize Garfield County to conduct a criminal background check in connection with its consideration of me for employment. I hereby release from liability Garfield County and its representatives from seeking such information and all other persons, corporations or organizations for furnishing such information.

I agree to provide a certified copy of my driver's record from the Department of Motor Vehicles. I understand that the information contained in my driver's record will be used to evaluate my qualification and selection for employment with Garfield County.

Garfield County is an Equal Opportunity Employer. Garfield County does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing and application's consideration for employment on a basis prohibited by local, state, or federal law.

Please provide cover letter and resume with application.

Signature: _____

Date: _____