

McDonough County Government Employment Application

Date: _____

Name: _____
 Last **First** **Initial**

Address: _____
 Street **City** **State** **Zip**

Phone No.: _____ Are you 18 years or older? _____

Employment Desired

Department: _____ Position: _____ Salary Desired: _____

Currently Employed? _____ May we contact present employer? _____ Start Date: _____

Have you ever applied here before? _____ If so, what department? _____

EDUCATION

| School | Name & Location | Years Completed | Year Graduated |
|-----------------|-----------------|-----------------|----------------|
| High School | | | |
| College | | | |
| Graduate School | | | |
| Other | | | |

Subjects of special study, research work or special skills: _____

U.S. Military _____ Years Served: _____ Active in National Guard/Reserve? _____

Work Experience

| Employer | Years | Job Title | Pay Rate | Reason for Leaving |
|-----------------|--------------|------------------|-----------------|---------------------------|
| Name | | | | |
| Address | | | | |
| Name | | | | |
| Address | | | | |
| Name | | | | |
| Address | | | | |
| Name | | | | |
| Address | | | | |

References – Three person, not related to you, who have known you for at least a year.

| Name | Address | Business | Phone No. |
|-------------|----------------|-----------------|------------------|
| | | | |
| | | | |
| | | | |

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal. I authorize investigation of all statements contained herein and the references listed above to give you and any and all information concerning my previous employment and pertinent information they may have. Personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any prior notice.

Signature: _____

Date: _____