Thomas County Treasurer

EMPLOYMENT APPLICATION

Thomas County is an equal opportunity/aflSrmative action employer. All qualified applicants will be considered without regard to age, race, color, sex, religion, nation origin, marital statu; ancestry, citizenship, veteran status, sexual orientation or preference, or physical or mental disability.

PERSONAL				
Last Name	First	Initial	Social Security #	ŧ
Other Name(s) Used			Home Telephone	e#
Address			Business or Mes	sage #
Position Applied For	Referred By		Salary Desired	
Have you ever interviewed with us or T County before? D YesD No	homas	If yes, list date(s), job title(s) & location(s)	
Have you ever been employed with us of County before? D YesD No	or Thomas	If yes, list date(s), job title(s) & location(s)	
Do you have any relatives employed by Thomas County Treasurer or its affiliates? D YesD No		If yes, list date(s), job title(s) & location(s)		
Are you at least 18 years old? D YesD No		If under 18, do you have a work permit?		
Date available for work		Are you available for work:	Full time Part time	
EDUCATION				
Circle Highest Grade Completed:	High School	9	10 113	12

Circle Highest Grade Completed: High School 9 10 113 12 College, Trade or Business 1 2 4

Graduate Studies

	Graduate Studies		
School	Address	Major Studies	Degree, Diploma, License or Certificate
High School			
College/University			
Vocational, Business, Other			
List Any Professional Designations	_		1
Other Special Knowledge, Skills or	Qualifications		

For Clerical Applicants Only:

Do you type? D Yes DNo If yes, WPM:

Computer Skills (Hardware/Software)

EMPLOYMENT HISTORY

List all employments for the past 10 years, starting with the most recent position. All information **must** be completed. You may attach a resume, but not in place of completing the required information.

Employed From	Employer Name	Supervisor Name	Starting Salary	
Employed Until	Employer Address	Supervisor Phone #	Ending Salary	
Job Title	Reason for Leaving			
Duties & Responsib	pilities			
		T	T	
Employed From /	Employer Name	Supervisor Name	Starting Salary	
Employed Until	Employer Address	Supervisor Phone #	Ending Salary	
Job Title		Reason for Leaving		
Duties & Responsibilities				
		T	Ta a a	
Employed From /	Employer Name	Supervisor Name	Starting Salary	
Employed Until / /	Employer Address	Supervisor Phone #	Ending Salary	
Job Title Reason for Leaving		,		
Duties & Responsib	vilities			
Employed From / /	Employer Name	Supervisor Name	Starting Salary	
Employed Until	Employer Address	Supervisor Phone #	Ending Salary	
Job Title		Reason for Leaving		
Duties & Responsibilities				



Yes	No	
D	D	May we contact your current employer for references?
D	D	If hired, will you be able to work overtime?
D	D	Will you be able to perform the essential job functions for the position you are applying for with or without reasonable accommodation?
D	D	Have you ever been convicted of a crime, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by court? (A yes? response does not automatically disqualify your application.)

CERTIFICATION & AUTHORIZATION

The above information is true and correct. I understand that, in the event of my employment by the Thomas County Treasurer, I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of the time elapsed after discovery.

I authorize the Thomas County Treasurer to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position. I hereby give my consent to any former employer to provide employment-related information about me to the Thomas County Treasurer and will hold the Thomas County Treasurer and my former employer harmless from any claim made on the basis that such information about me was provided or that any employment decision was made on the basis of such information. I further authorize the Thomas County Treasurer to obtain any credit and consumer check.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with the Thomas County Treasurer is intended to create an employment contract between myself and the Thomas County Treasurer under which my employment could be terminated only for cause. On the contrary I understand and agree that, if hired, my employment will be terminable at will and may be terminated by me or the Thomas County Treasurer at any time and for any reason. I understand that no person has any authority to enter into any agreement contrary to the foregoing.

If employed, I will be required to provide original documents which verify my identity and right to work in the United States under the Immigration Reform and Control Act (IRCA) of 1986. The document(s) provided will be used for completion of Form 1-9.

I hereby acknowledge that I have read and agree to the above statements.

Signature Date