

Employment Application for Tazewell County



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: _____ Full-Time Part-Time

Can you perform the essential functions of the position for which you are applying with or without reasonable accommodation? Yes No (If you have any questions as to what functions are applicable to this position for which you are applying, please ask the interviewer before answering this question.)

Are you authorized to work in the United States? YES NO
 Have you ever worked for Tazewell County? YES NO If yes, when? _____
 Did a current employee refer you to this position? YES NO If yes, who? _____
 Do you possess a valid Driver's License? YES NO
 Do you possess a valid Commercial Driver's License? YES NO If so, what classification? _____ State Issued: _____

Education				
Education	Name and Location of School	Number of Years Attended	Degree Received	Subjects Studied/Major
High School				
College or University				
Trade, Business or Correspondence School				
Graduate				

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Do any of the references listed above know you by another name? Yes No . If Yes, Which reference and which name do they know you by: _____

Employment History

List most recent employment first. Be sure all your experience related to this job are listed here.

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

Skills: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

Skills: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

Skills: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

Skills: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Do any of your previous employers listed above know you by another name? Yes No . If Yes, which employers and by which name: _____

Military Service

Branch: _____

Rank: _____

Discharge Dishonorable? YES NO If yes, please explain (Optional): _____

IMPORTANT, PLEASE READ AND SIGN

The information provided in this application is true and correct to the best of my knowledge. I understand that failure to reveal any prior employer or giving false or misleading information by me on any part of this Application for Employment can result in disqualification for employment consideration or if hired, may be grounds for termination from the County.

Signature: _____ Date: _____

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, disability status, protected veteran status, or any other characteristic protected by law.

Please follow the application submittal instructions on the Job Posting or submit to the Tazewell County Human Resource Department at 11 S. 4th Street, Suite 114, Pekin, IL 61554