

Lauderdale County Application for Employment

**We are an Equal
Opportunity
Employer**

The application must be fully completed to be considered. Please complete each section, even if you include a resume. Please print or write clearly.

Position

Position Applied For	Available Start Date		
Type of Employment			
Full-Time	Part-Time	Temporary	

Personal Information

Name				
Address	City	State	Zip	
Phone Number	Mobile Number	Email Address		
			Yes	No
Are you over the age of 18?				
Have you ever been employed by us? If so, give date.				
Do you have any relatives employed by us? If so, give name and department.				
Are you a resident of Lauderdale County?				
Do you have a valid Driver License? If so, please list the type.				

Education

School	School Name	Years Attended	Major/Minor
High School			
College			

Work History

Please read carefully. In the areas below, please list all of your work experience, beginning with your most recent job. It is very important that you provide accurate information about each employer, your job duties, and accurate dates of employment. We will not consider job experience that does not contain the required information. If more space is needed, please attach extra copies to your application.

Name of Employer		Dates Employed (MM/YY)		Ending Pay
		From: / To: /		
Address		Job Duties		
Phone Number				
Supervisor		Other Notes		
Job Title				
Reason for Leaving				

Name of Employer		Dates Employed (MM/YY)		Ending Pay
		From: / To: /		
Address		Job Duties		
Phone Number				
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		From: / To: /		
Address		Job Duties		
Phone Number				
Supervisor		Other Notes		
Job Title				
Reason for Leaving				

References

Please list three people not related to you.

Name	Title/Position	Company	Phone

Additional Applicant Comments

Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, discipline, or any other aspect of personnel administration because of political or religious opinions or affiliations or because of race, national origin, genetics, or any other non-merit factors is prohibited. Discrimination on the basis of age or sex or physical disability is prohibited except where specific age, sex, or physical requirements constitute a bona fide occupational qualification necessary to proper and efficient administration.

I affirm that the information provided by me in this Application for Employment is true, correct, and complete. I also agree that any misstatement or omission of facts that is deemed significant by the Human Resources Department will disqualify me for the position, or may qualify for dismissal if employment has begun.

I understand that after a job offer is extended, but prior to beginning work, I may be required to undergo a pre-employment drug screening and physical examination.

I waive my Privacy Rights as to the above listed employers and references and understand that I may be subject to, depending on the position applied for, a background check of my motor vehicle record, credit, or criminal and civil history, along with prior work history and personal references. No offer of employment creates a contractual agreement between me and Lauderdale County.

I agree that my signature (electronic or written) on this application is binding and enforceable. I acknowledge and agree that by submitting this signature electronically, I waive all rights to dispute the validity of my signature on this application.

I certify that I have read, fully understand, and accept all terms of this employment application.

Signature _____

Date _____