



Appanoose County Secondary Roads Employment Application

The position I am applying for is: _____

Last Name First Name Middle Name

Address City State Zip

Telephone Cell Phone

Email Address Driver's License Class Driver's License Number
(must submit for copy at time of application)

Please be sure to answer all items completely and accurately.

What date would you be available for work? _____

Have you ever been employed with Appanoose County before? Yes No

If yes, in what capacity? _____ From _____ To _____

Reason for leaving? _____

Would you be willing to work overtime if required? Yes No

Would you be willing to relocate if required? Yes No

Would you be willing to travel if required? Yes No

Do you have any relatives, including in-laws, currently employed by Appanoose County? Yes No

If yes, state the name, relationship and department in which they are employed. _____

Are you legally eligible to be employed in the U.S.? Yes No

Are you 18 years old or older? Yes No

Have you ever been convicted of a crime (other than a minor traffic violation)? Yes No

If so, please indicate the nature of the offense, date, state and disposition _____

A conviction record is not an automatic bar to employment and the nature, recency and disposition of the offense will be considered only as it relates to the job for which you are applying.

Do you have a record of founded child or dependent adult abuse? Yes No

Such a record will not necessarily disqualify an applicant. The circumstances of the conviction will be considered in relation to the nature and duties of the position.

Employment Experience

List previous employment covering *at least* 3 positions and the past 5 years. Start with your present or last job. Add another sheet if necessary.

| | | |
|--|-----------------------------------|-------------------------------|
| Employer | Dates Employed From/To | <i>Work duties performed:</i> |
| Address | | |
| Telephone number | | |
| Job title | Hourly Rate/Salary Starting/Final | |
| Supervisor | | |
| May we contact the employer listed above? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why? | | |

| | | |
|--|-----------------------------------|-------------------------------|
| Employer | Dates Employed From/To | <i>Work duties performed:</i> |
| Address | | |
| Telephone number | | |
| Job title | Hourly Rate/Salary Starting/Final | |
| Supervisor | | |
| May we contact the employer listed above? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why? | | |

| | | |
|--|-----------------------------------|-------------------------------|
| Employer | Dates Employed From/To | <i>Work duties performed:</i> |
| Address | | |
| Telephone number | | |
| Job title | Hourly Rate/Salary Starting/Final | |
| Supervisor | | |
| May we contact the employer listed above? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, why? | | |

List construction equipment previously operated if applicable to the position. (Include type, tasks performed and years of experience – *include additional sheet, if necessary.*)

- Dump Truck _____
- Semi Truck _____
- Excavator _____
- Welding _____

- Straight Truck _____
- Skid Loader _____
- Maintainer _____
- Loader _____

Education

| | High School | Undergrad College/University | Graduate/Professional |
|--------------------------|-------------|------------------------------|-----------------------|
| School Name and Location | | | |
| Diploma/Degree | | | |
| Course of Study | | | |

Describe any skills, specialized training, apprenticeship, certifications, licensures, and applicable extra-curricular activities. _____

List equipment and computer software you can operate if applicable to the position. (Include type, tasks performed and years of experience.) _____

References

| NAME | ASSOCIATION | CONTACT INFORMATION |
|------|-------------|---------------------|
| | | |
| | | |
| | | |

Veteran's Preference

Chapter 35C, **Code of Iowa**, provides certain rights, including preference in hiring if equally qualified to other applicants, to certain veterans of United States Military Service. Qualification for these rights is defined in this statute.

Are you a Veteran of United States Military Services? Yes No

Branch of Service and Dates of Active Duty _____

Are you a member of the Reserves or National Guard? Yes No

Any person who may wish to claim Veterans Preference must submit a copy of a certified form DD214 by the deadline set for the receipt of applications for the position for which the person is applying.

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for the period of hire. If I wish to apply for a different job at a later time, I understand I will need to fill out a different application at that time.

I hereby acknowledge that any employment relationships with Appanoose County is of an at-will nature, which means that the employee may resign at any time and that Appanoose County may discharge at any time with or without cause. I understand that neither this document nor any offer of employment from Appanoose County constitutes an employment contract unless a specific document to that effect is executed by Appanoose County and be in writing.

I hereby acknowledge that as a condition of employment I may be required to submit to, and successfully pass, a criminal background check, credit history check, post-offer pre-employment physical and drug screen.

In the event of employment, I understand that false or misleading information given in my application or interview(s) shall be considered sufficient cause for dismissal. I further understand that an incomplete application or an absence of my signature on this application is just cause for rejection of this application. I agree to employment entrance exams, if necessary, at Appanoose County cost. I understand that I am required to abide by all rules and regulations of the employer.

Signature of Applicant

Date

Appanoose County provides equal employment opportunities to all applicants for employment and to all employees and does not discriminate on the basis of age, race, creed, color, sex (including pregnancy), sexual orientation, gender identity, national origin, religion, disability, genetic information or any other legally protected status or characteristic.

Please be advised that because Appanoose County is a public entity, it is subject to the requirements of Chapter 22, **Code of Iowa**, regarding the examination of public records, and this application may be subject to examination under this statute.

Individuals in need of special accommodations are asked to notify our office in advance.