

MILITARY SERVICE

Have you ever been on active duty in the U.S. Armed Forces? Yes No

If yes, please provide:

Branch: _____ Entry date: _____ Discharge date: _____ Type of discharge: _____

Occupational specialization: _____ Special training received: _____

EDUCATION

High school graduate or GED test passed? Yes No

If no, please circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12

COLLEGE(S): 1. _____ 2. _____

Major: _____

Degree: _____

List any other technical or specialized courses you have completed which are applicable to the job for which you are applying:

EMPLOYMENT HISTORY

Please start with your **present or last** position and relevant work experience.

Employer: _____ Phone: _____

Address: _____

Kind of business: _____ Employed from: _____ to: _____

Title: _____ Salary: _____ No. of employees you supervised: _____

Hours worked per week: _____ Last or current supervisor: _____ Phone: _____

Job duties:

Reason for leaving: _____

May we contact this employer? Yes No

Employer: _____ Phone: _____

Address: _____

Kind of business: _____ Employed from: _____ to: _____

Title: _____ Salary: _____ No. of employees you supervised: _____

Hours worked per week: _____ Last or current supervisor: _____ Phone: _____

Job duties:

Reason for leaving: _____

May we contact this employer? Yes No

Employer: _____ Phone: _____

Address: _____

Kind of business: _____ Employed from: _____ to: _____

Title: _____ Salary: _____ No. of employees you supervised: _____

Hours worked per week: _____ Last or current supervisor: _____ Phone: _____

Job duties:

Reason for leaving: _____

May we contact this employer? Yes No

REFERENCES

List three persons who are not relatives or former employers who have knowledge of your character and abilities.

	<u>Name</u>	<u>Address</u>	<u>Phone</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

- Any information requested

Work History

- Past employers
- Salary history
- Dates of employment
- Positions held
- Duties and responsibilities
- Performance level
- Reasons for leaving
- Eligibility for rehire

Educational Institutions

- Years of attendance
- Degree(s) attained
- Grade point average
- Transcripts

Signature: _____ Date: _____

Printed Name: _____

Social Security #: _____

Release expiration date: _____ (To be filled in by hiring office)

INFORMATION FOR FEDERAL AND STATE REPORTING

It is the policy of Lewis County to provide equal opportunity in all terms, conditions, and privileges of employment for all qualified applicants and employees without regard to race, color, religion, creed, national origin, sex, age, marital status, disability, disabled veteran or Vietnam-era veteran.

Your cooperation in providing this information is strictly voluntary, but highly encouraged. The information requested will be kept CONFIDENTIAL, maintained separately from your application material, and will be used for statistical purposes only. Your application will be reviewed whether or not you provide this information. Only authorized personnel will have access to this information for legitimate purposes.

GENDER: Male Female

ARE YOU 40 YEARS OF AGE OR OLDER? Yes No

ARE YOU DISABLED? Yes No

For affirmative action purposes, people with disabilities are persons with a permanent, physical, mental or sensory impairment which substantially limits one or more major life activities. Physical, mental or sensory impairment means: (a) any physiological or neurological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the body systems or function; or (b) any mental or psychological disorders such as mental retardation, organic brain syndrome, emotional or mental illness or any specific learning disability. The impairment must be material rather than slight, and permanent in that it is seldom fully corrected by medical replacement, therapy or surgical means.

WHAT ETHNICITY DO YOU CONSIDER YOURSELF TO BE?

- Caucasian/White (not Hispanic origin)* – those having origins in any of the original peoples of Europe, North Africa or the Middle East.
- Black/African American (not Hispanic origin)* – those having origins in any of the groups of Africa.
- Hispanic* – those of Cuban, Mexican, Puerto Rican, Central or South American or other Spanish culture regardless of race.
- Asian or Pacific Islanders* – those having origins in any of the original peoples of the Far East, South Asia, Indian Subcontinent or the Pacific Islands.
- American Indian or Alaskan Native* – those having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.

VETERAN? Yes No **VIETNAM VETERAN?** Yes No

Vietnam Era Veteran – Anyone who served on active duty for a period or more than 180 days, any part of which occurred between August 5, 1961 and May 7, 1975 and was discharged or released from duty with other than a dishonorable discharge.

DISABLED VETERAN? Yes No **SPOUSE OF DECEASED VETERAN?** Yes No

Disabled Veteran – Anyone entitled to disability compensation under laws administered by the U.S. Department of Veteran Affairs for disability rated at 30 percent or more, or a person whose discharge or release from active duty was for a disability incurred or aggravated in the line of duty.

DATE OF DISCHARGE: _____

Lewis County is an Equal Opportunity Employer