



**EMPLOYMENT RECORD** (Please start with most recent employer)

Employer:	Name of Supervisor:	
Job Title:	Address:	
Dates Employed: From _____ To _____	Reason for Leaving:	
Rate of Pay:	May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	Employer Telephone Number: ( )
Brief Description of duties/responsibilities:		

Employer:	Name of Supervisor:	
Job Title:	Address:	
Dates Employed: From _____ To _____	Reason for Leaving:	
Rate of Pay:	May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	Employer Telephone Number: ( )
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Employer:	Name of Supervisor:	
Job Title:	Address:	
Dates Employed: From _____ To _____	Reason for Leaving:	
Rate of Pay:	May we contact this employer: <input type="checkbox"/> Yes <input type="checkbox"/> No	Employer Telephone Number: ( )
Brief Description of duties/responsibilities:		

**MISCELLANEOUS**

1. Were you ever convicted of a criminal offense or have you ever forfeited bond or collateral in connection with a criminal charge? (The term criminal offense is defined as any felony or misdemeanor, including any summary offense. Omit only (1) minor traffic violations and (2) any offense committed before your 18th birthday, which was finally adjudicated in juvenile court or under a youth offender law.) Conviction of a criminal offense is not a bar to employment in all cases. Each case is considered on its merit.  
 Yes \*If "Yes", give details on a separate sheet of paper. Be sure to include your social security number.  No

2. Are there any criminal charges pending against you?  Yes \*If "Yes" please attach an explanation of the charges.  No

3. Can you travel if a job requires it?  Yes  No

4. Do you have a valid PA Driver's License?  
 Yes → DL# \_\_\_\_\_  No

5. Have you been or are you currently a member of the military service?  Yes  No

*Branch:	*Rank:	Present membership in National Guard or Reserves? <input type="checkbox"/> Yes <input type="checkbox"/> No
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**NOTICE TO ALL APPLICANTS: PLEASE READ THE FOLLOWING STATEMENTS AND INITIAL EACH, BEFORE YOU SIGN YOUR APPLICATION.**

_____ Initials	I understand that this employer follows an employment-at-will policy, in that I or the employer may terminate my employment at any time, or for any reason consistent with applicable state or federal laws. I authorize this employer to thoroughly investigate and verify all information given on this application, on related papers, and in interviews. I authorize all individuals, schools and firms named herein (unless so noted) to provide any information requested about me, and I release them from all liability for damage in providing this information. I understand that any false, misleading or willful omission of information may result in discharge or withdrawal of an offer of employment.
_____ Initials	I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.
_____ Initials	In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form(s) upon hire.
_____ Initials	I understand that I am required to abide by all rules/policies and regulations of the County.
Applicant's Signature:	
Date:	