

EDUCATION

High School:	Location:
Last year completed:	Diploma or Degree, explain:
College/Technical Training:	Location:
Last year completed:	Diploma or Degree, explain:

GENERAL

Are you employed now? Yes No	May we contact your present employer? Yes No	
Salary desired:	Date you can start:	
Contact in case of an emergency:		
Address:	Relation:	Phone:
List any friends or relative working for us:		
Do you have reliable transportation: Yes No		
Have you ever been denied a license, permit, or privilege to operate a motor vehicle? No Yes, explain:		
Has any license, permit or privilege ever been suspended, denied or revoked? No Yes, explain:		
Have you ever been convicted of a crime other than minor traffic violations? No Yes, explain:		

REFERENCE AND JOB HISTORY INFORMATION

List employers beginning with most recent

Employer:	Supervisor:
Address:	Phone:
Dates employed:	Present or last salary:
Type of work performed:	Reason for leaving:
Employer:	Supervisor:
Address:	Phone:
Dated employed:	Present or last salary:
Type of work performed:	Reason for leaving:
Employer:	Supervisor:
Address:	Phone:
Dates employed:	Present or last salary:
Type of work performed:	Reason for leaving:

AUTHORIZATION AND CERTIFICATION

Please read and initial each of the following statements. If you have a question regarding any of these statements, ask the Personnel Assistant prior to initialing and signing the application. Your initials and signature verify that you have read, understand and agree to abide by these statements.

_____ I hereby certify that all the statements made on, or in connection with, my application are true, complete and correct to the best of my knowledge and belief without omissions of any kind. I agree that any misstatements or omissions of material fact subject me to disqualification or, if hired, dismissal. I agree that Vilas County shall not be liable in any respect if my employment is terminated because of false statements, answers or omissions made by me in this application.

_____ I authorize any person contacted to provide Vilas County any and all information regarding my employment, education, and other information concerning any of the subjects covered by the application which may include but not limited to: Application of employment; performance evaluations; work records; wage rates; supervisors' comments; results of any and all tests; disciplinary reports or letters; and complaints or allegations regarding any records from my present and/or former employers. I release and hold harmless Vilas County, its officers, agents, and employees, and the persons providing the information from any liability, related to the providing of this information.

_____ I understand that I may be required to successfully pass a drug test and/or pre-employment physical exam to gain employment or continue employment with Vilas County. I consent freely and voluntarily to participate in required drug tests and/or a pre-employment physical exam at a location selected by Vilas County, and consent to the release of the test results to Vilas County. I hereby release and hold harmless Vilas County, its officers, agents and employees, and the laboratory, its employees, agents and contractors from any liability whatsoever, arising from the drug tests and/or pre-employment exam and decisions concerning employment based upon the result of these tests.

_____ I authorize Vilas County, its officers, agents, and employees to conduct a background check (including criminal) prior to making a decision regarding employment. I release and hold harmless Vilas County, its officers, agents and employees, and the persons providing the information, from any liability related to the performance or result of this check.

_____ If accepted for employment, I agree that my status as an employee depends upon my successful performance during a probationary period and that I am an "at-will" employee during this probationary period. In addition, I understand that Vilas County maintains a drug-free and violence-free workplace.

Signature _____ Date _____

If you need reasonable accommodations anytime during the application process, please notify the Personnel Assistant in the Vilas County Clerk's Office

Vilas County is committed to the equality of opportunity for all people. It is the policy of Vilas County to provide equal employment opportunities for all individuals on the basis of their skills, abilities and qualifications, without regard to race, color, national origin, religion, political affiliation, sex, age, disability, marital status, arrest or conviction record, sexual orientation, disabled veteran or covered veteran status, member in the National Guard or any other reserve component of the United States or State military forces, use or non-use of lawful products off the employer's premises during non-working hours, or any other non-merit factors, except where such factors constitute a bonafide occupational qualification, and except where conviction and/or arrest record substantially relates to the circumstance of positions applied for.

**Attach Resume and additional pages if necessary.
Equal Opportunity Employer**

REFERENCES

Use the following space to provide Vilas County with at least three (3) references.