

## BACKGROUND/HISTORY INFORMATION

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of non-job-related medical conditions or handicap, or any protected status.

(PLEASE PRINT)

Position applied for \_\_\_\_\_ Date of Application \_\_\_\_\_

How did you learn about us?

Advertisement \_\_\_\_\_ Friend \_\_\_\_\_ Walk in \_\_\_\_\_  
Employment Agency \_\_\_\_\_ Relative \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_  
Last Name First Name Middle Name

\_\_\_\_\_  
Address Street City State Zip Code

\_\_\_\_\_  
Home Telephone Number Work Telephone Number Social Security Number

Have you ever filed an application with us before? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, give date \_\_\_\_\_

Have you ever been employed with us before? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, give date \_\_\_\_\_

Are you currently employed? Yes \_\_\_\_\_ No \_\_\_\_\_

May we contact your present employer? Yes \_\_\_\_\_ No \_\_\_\_\_

(Denial may disqualify an applicant from employment)

On what date would you be available to work? \_\_\_\_\_

Are you currently on "lay off" status and subject to recall? Yes \_\_\_\_\_ No \_\_\_\_\_

Can you travel if the job requires it? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list:

(a) The crime(s) \_\_\_\_\_

(b) The date(s) of conviction \_\_\_\_\_

(c) The court(s) in which you were convicted \_\_\_\_\_

Have you ever been convicted of a misdemeanor crime within the last seven years? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list:

(d) The crime(s) \_\_\_\_\_

(e) The date(s) of conviction \_\_\_\_\_

(f) The court(s) in which you were convicted \_\_\_\_\_

If you are applying for a position involving the operation of a county owned vehicle, please answer the following:

(a) List all traffic infractions or offenses you were found to have committed, or for which you paid a fine or forfeited bail within the last seven years.

\_\_\_\_\_

When was the last time you used any type of illegal drug? \_\_\_\_\_

Type of drug used? \_\_\_\_\_

Indicate any foreign languages you can speak, read and/or write.

FLUENT

GOOD

FAIR

Speak \_\_\_\_\_

Read \_\_\_\_\_

Write \_\_\_\_\_

References:

Give name, address, and telephone number of three references who are not related to you and are not previous employers.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Have you ever been fired or asked to resign from any place of employment? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, give details (include when, where and circumstances)

\_\_\_\_\_

Have you ever been a successful or unsuccessful candidate for another position with a law enforcement agency?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, please give details (including when, where and circumstances):

\_\_\_\_\_

Have you ever applied for a permit to carry a concealed weapon? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide the following information:

Permit granted? Yes \_\_\_\_\_ No \_\_\_\_\_

Date: \_\_\_\_\_ Name of Law Enforcement Agency: \_\_\_\_\_

Purpose: \_\_\_\_\_

It is the policy of the Multi-County Correctional Center to check references including previous employers and conviction records.

Applicants Statement:

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

In the event of employment, I understand that false and misleading information or omissions given in my application or interview(s) may result in immediate discharge. I understand also that I am required to abide by all rules and regulations of the employer.

---

Signature of Applicant

---

Date