



APPLICATION FOR EMPLOYMENT

Rogers County

An Equal Opportunity Employer.
Reasonable accommodation will be provided as required by law.

Last Name		First Name		Middle Initial	
Street Address		City/State		Zip Code	
				Phone Number:	
Email Address					
If hired, can you provide evidence of legal eligibility to work in the U.S.?			Notice: Any offer of employment is conditioned upon completing form I-9 and providing the appropriate documents for identity and work authorization.		
Position Applying for:			Choose One:		
Wage/Salary Desired:					
District Desired:					
Date you can begin work?		Are you 18 years of age or older?		If under 18 years of age, you will be required to submit a birth certificate or work certificate as required by state or federal law.	
Name of high school attended:		City & State		Graduate/GED?	
Name of college or technical school:		City & State		Graduate?	Degree?
					Major:
Second School if applicable:		City & State		Graduate?	Degree?
					Major?



Are you presently enrolled in school?	If yes, give name & address of school and expected degree date:
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List any job-related skills or accomplishments, including military service:

List any machines or equipment that you are qualified and experienced at operating:

- Your Availability For Work -

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From:							
To:							

Total hours per week you are available to work:	Do you have any special requests or needs for a work schedule?
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Do you have any relatives working for the county?
If yes, please list name and position held:

- Provide Three References Who Are Not Former Employers Who We May Contact -

Name and Occupation	How do you know them, and for how long?	Phone Number



Your Employment History

List names of employers from the past 10 years with present or last employer listed first.

May we contact current employers before you are offered a position?		
Name of Employer:	Job Title:	Duties:
Address:	Dates of Employment: From: _____ To: _____	
City, State, Zip Code	Hourly pay or salary: Starting pay: _____	Ending pay: _____
Supervisor:	Reason for Leaving:	
Telephone:		
Name of Employer:	Job Title:	Duties:
Address:	Dates of Employment: From: _____ To: _____	
City, State, Zip Code	Hourly pay or salary: Starting pay: _____	Ending pay: _____
Supervisor:	Reason for Leaving:	
Telephone:		
Name of Employer:	Job Title:	Duties:
Address:	Dates of Employment: From: _____ To: _____	
City, State, Zip Code	Hourly pay or salary: Starting pay: _____	Ending pay: _____
Supervisor:	Reason for Leaving:	
Telephone:		

If additional employment pages are needed, please make a copy of page 3 and attach.



CAREFULLY READ EACH STATEMENT BEFORE SIGNING AT THE BOTTOM

I certify that all the information provided in this employment application is true and complete to the best of my knowledge, and I authorize investigation of all statements contained in this application, including a criminal background, credit history check, and drug test, as applicable. I understand that any false or incomplete information may disqualify me from further consideration for employment and may result in my immediate discharge if discovered at a later date.

I authorize the investigation of any or all statements contained in this application and also authorize any person, school, current employer, past employers, and other organizations to provide information concerning my previous employment and other relevant information that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements.

I have read, understand, and agree to the above statements.

Signature:

Date:

Please return the completed and signed application to Human Resources located in the County Clerk's Office of the Rogers County Courthouse or mail it to:

**200 S. Lynn Riggs Blvd.
Attn: Human Resources
Claremore, Ok 74017**