Equal Opportunity Information:

County Government policy prohibits discrimination based on race, sex, color, creed, national origin, age, handicap or disability. The information requested below will in no way affect you as an applicant. Its sole use will be to see how well our recruitment efforts are reaching all segments of the population and will be used for equal employment statistical information only.

	of Birthay) (year)	SEX M	k One F (female)		ETHNIC GROUP 1. White (non-Hispanic) 2. Black (non-Hispanic) 3. Hispanic (Mexican, Puerto Rican, Cuban, Central or South American, other Spanish origin regardless of race)
Tear this porti	on off for HR before		` ′	ıt	4. ☐ Asian (including Pacific Islander) 5. ☐ American Indian (including Alaskan native)



HAYWOOD COUNTY 215 N. Main Street Waynesville, NC 28786 Telephone: (828) 452-6764 FAX: (828) 452-6636

APPLICATION FOR EMPLOYMENT

EOUAL OPPORTUNITY EMPLOYER:

INSTRUCTIO	MS. Answer every question	эн стейту ана сотргетету	- Type or print plainly.			
PERSONAL I	NFORMATION:					
Name			Phone ()		_	
Firs	st Middle	Last			En	nail Address
Home Address	Street	City	State	Zip	_	
		City	State	Zip		
In case of emer	gency notifyN	ame	Address			
Phone w/Area	Code ()			Palationshi	n	
r none w/Area	Code ()			Kelationsiii	Ρ	
GENERAL:		****	* * * * * * * * *			
POSITION AP	PPLIED FOR		Referred by	<i></i>		
Have you ever	applied for work or been	employed by Haywood C	ounty? W	nen		
If subject to M	ilitary Selective Service re	egistration certify complia	nce by initialing here			
	any reason why you cann Real Yes No		uties of the job for which	you are apply	ing, with or w	ithout reasonable
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Condition of Employment: Following the interview and selection process for this position, appointment will be contingent upon the completion of a reference & criminal background check. A driving history will be obtained through the Department of Motor Vehicles if the employee will be operating a county vehicle. A credit report may be required for positions that require fiscal responsibility or handling County funds, and a separate authorization for this report will be required. Educational transcripts and certifications may also be required upon request. Once employed, either the employee or Haywood County can terminate the relationship at will, with or without cause at any time, except as specified within the policy manual, so long as there is no violation of applicable federal or state law.

THIS SIDE MUST BE COMPLETED EVEN IF YOU ATTACH A RESUME

Thank You

PREVIOUS EMPLOYMENT: Last employer first - If never employed, list three personal references.

NOTE: It is Haywood County policy to contact present employers without express

permission.			****	********			
WORK HISTORY (includ	le volunteer e	experience) Use additional r qualifications for the position	sheets if neces	sary. As you describ	be your work history ex	xperiences, m	ake sure you highlight your
Current or Last Employer:		r qualifications for the position	Address:	a are applying.	ang coo Rocamo r	viii aloqualiij	your approacion.
Job Title:			Supervisor'	s Name	Telephone Numbe	r	No. Supervised by you:
Date Employed (mo/yr)		Starting Salary		Current Salary \$	Reason for Leaving	g	May We Contact Employer ☐Yes No☐
Date Separated (mo/yr)		\$ per List major duties that dem	s nonstrate your o	per competencies related	d to the position for wh	ich you are a	
Full Time Years	Months	importance in the job:	•				
Part Time Years	Months						
If part time, number of how worked per week:	urs						
Employer:			Address:				
Job Title:			Supervisor'	s Name	Telephone Number	r	No. Supervised by you:
Date Employed (mo/yr)		Starting Salary \$ per	Ending or Cu	urrent Salary per	Reason for Leaving	g	
Date Separated (mo/yr)		List major duties that demo importance in the job:	nstrate your co	mpetencies related t	to the position for whic	h you are app	olying in order of their
Full Time Years	Months						
Part Time Years	Months						
If part time, number of how worked per week:	urs						
Employer:			Address:				
Job Title:			Supervisor'	s Name	Telephone Number	r	No. Supervised by you:
Date Employed (mo/yr)		Starting Salary \$ per	Ending or C	Current Salary per	Reason for Leaving	g	
Date Separated (mo/yr)		List major duties that dem importance in the job:	nonstrate your o	competencies related	d to the position for wh	ich you are a	pplying in order of their
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If part time, number of how	urs						
nomed per meen.			* * * *	*****			
ot mean you cannot be I	hired. The	misdemeanor or felony o offense and how recently ain fully on an additional	y you were co	than a minor traffic nvicted will be even	c violation, including aluated in relation to	g DUI/DWI? o the job for	A conviction does which you are
		o not list mere acquaintar r personally or in busines			elatives by blood or	marriage. R	eferences should be
NAME POSITION & COM		1PANY	ADDR	RESS	PHONE		
If chosen for a position What hours/shifts are yo Can you work overtime	ou availabl		ou be availabl	e for work?		l	J
	answers an nd permiss	d statements in this applion is given to contact cu					
Signature	,	D:	ate				