

Application for Employment

Mercer SWCD



swcd@mercercountyoh.gov
4978 Mud Pike Suite 3
Celina, Ohio 45822

SECTION I- PERSONAL INFORMATION

Full Name :

Street Address :

City : State :

Zip/Postal Code : County :

Social Security # : Home Telephone # :

Cell Telephone # : Email Address :

Are you at least eighteen years of age? Yes No

Are you prevented from lawfully becoming employed by Mercer County SWCD because of VISA or immigration status? Yes No

Proof of citizenship or immigration status will be required upon employment.

Best Time to contact you by phone:

SECTION II- WORK PREFERENCES

Position applying for : Date of Application :

Are you applying for: Full-Time Work Part-Time Work No Preference

Are you interested in: Permanent Work Intermittent Work Temporary Work
 Seasonal Work No Preference

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

Minimum salary expectation:

Date available to start:

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SECTION III- WORK PREFERENCES

Employment history including Military Service if applicable (in chronological order beginning with the most recent):

Employer	:	<input type="text"/>	Job Title	:	<input type="text"/>
Address	:	<input type="text"/>			
Start Date	:	<input type="text"/>	End Date	:	<input type="text"/>
Starting Salary	:	<input type="text"/>	Ending Salary	:	<input type="text"/>
Responsibilities	:	<input type="text"/>			
Reason for Leaving	:	<input type="text"/>			
<input type="text"/>					

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SECTION III- WORK PREFERENCES CON'T

Employer : Job Title :

Address :

Start Date : End Date :

Starting Salary : Ending Salary :

Responsibilities :

Reason for Leaving

SECTION IV- EDUCATIONAL BACKGROUND

High School	Location	Years Attended	Graduated
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Trade School	Location	Years Attended	Graduated
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
College	Location	Years Attended	Graduated
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>
Other Schooling	Location	Years Attended	Graduated
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>

Please describe the courses you took, technical training you received, degrees you obtained or skills you have attained which you feel would help you perform the job for which you are applying (e.g., special machines or equipment you operate, hobbies or volunteer work projects which have taught you qualifying skills, etc.):

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SECTION V- MISCELLANEOUS

The following information will be used only if it is directly related to the classification/position for which you are applying.

Have you ever been employed in the state or county service of the state of Ohio?

Yes

No

Have you any job-related training in the U.S. Military?

Yes

No

Have you ever filed an application here before?

Yes

No

Have you ever been employed here before?

Yes

No

If you answered yes to any of the questions above, please explain:

REFERENCES

Please give the name, address, and phone number of three references not related to you who would know your skills needed for this position:

Name

Address

Phone

Name

Address

Phone

Name

Address

Phone

Declaration/Authorization

I hereby declare that the information provided by me in this application for employment is true, correct, and complete to the best of my knowledge. I understand that, if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal.

I authorized you to obtain information through contacts with my former employers and references listed above.

Signature :

Date :