

**MILLS COUNTY, TEXAS
APPLICATION FOR EMPLOYMENT**

Applicants are considered for all positions without regard to race, color, religion, gender, national origin, age, marital or veteran status, or the presence of a non-related medical condition or handicap.

PLEASE TYPE OR PRINT _____ Date of application _____

Position applied for: _____

Name _____
Last
First
Middle

Address _____
PO Box or Number and Street
City
State
Zip Code

Phone: _____ cell/home Social Security Number _____

Are you employed ____ Yes ____ No May we contact your present employer? _____

Date available to work? _____ Available to work: ___ Full Time ___ Part Time

Are you a citizen of the United States? ____ Yes ____ No

If no, are you authorized to work in the U.S.? ____ Yes ____ No

Have you ever worked for Mills County? ____ Yes ____ No

Have you been convicted of a felony? ____ Yes ____ No
 (Conviction will not necessarily disqualify applicant from employment.)

If yes, please explain _____

Veteran of U.S. Military Service? ____ Yes ____ No If Yes, Branch: _____

Education

	Elementary	High School	College/ University	Graduate/ Professional
School Name				
Years completed				
(Circle one)	4 5 6 7 8	9 10 11 12	1 2 3 4	1 2 3 4

Diploma/Degree: _____

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

JOB RELATED SKILLS:

Please state any additional information you feel may be helpful to us in considering your application. Attach additional sheet if necessary.

EMPLOYMENT EXPERIENCE

Start with your present or last job:

Employer:	Phone: ()
Address:	Supervisor:
Job Title:	Responsibilities:
From: To:	Starting Salary: Ending Salary:

Reason for Leaving:

Employer:	Phone: ()
Address:	Supervisor:
Job Title:	Responsibilities:
From: To:	Starting Salary: Ending Salary:

Reason for Leaving:

Employer:	Phone: ()
Address:	Supervisor:
Job Title:	Responsibilities:
From: To:	Starting Salary: Ending Salary:

Reason for Leaving:

Employer:	Phone: ()		
Address:	Supervisor:		
Job Title:	Responsibilities:		
From:	To:	Starting Salary:	Ending Salary:
Reason for Leaving:			

(If you need additional space, please continue on a separate sheet.)

PLEASE READ CAREFULLY

The following policy statements apply to an applicant IF HIRED.

Employment with Mills County is for no definite period of time. Mills County may change wages, benefits and conditions at any time.

1. Mills County may terminate employment at any time without liability for wages or salary except such as may have been earned at the date of termination. If requested by the management at any time, employee must submit to a search of person, desk, locker, etc., assigned to him/her, and must waive all claims for damages on account of such examination.

2. This application for employment is not, and is not intended to be a contract of employment and no employment contract is being offered.

APPLICANT'S CERTIFICATION AND AGREEMENT

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

I certify that answers given herein are true and correct to the best of my knowledge and understand that any material misrepresentation or deliberate omission of a fact in my application may be justification for refusal to hire, or, if hired, termination from employment. I authorize investigation of all statements contained in this application and other included documents as may be necessary in arriving at an employment decision. I hereby release from liability any person (s) / organization (s) giving such information.

Date _____

Signature _____

Printed Name _____