

KEARNY COUNTY SHERIFF'S DEPARTMENT

APPLICATION FOR EMPLOYMENT

Full Legal Name: _____ Social Security Number: _____

Last
First
Middle
(Optional)

Address: _____

Apt#, Street
City
State
Zip Code

Telephone (____) _____ (Day) Message Number (____) _____ email _____
(Optional)

Are you known to employers/references/schools by another name? If Yes, what name _____

Do you hold a high school diploma or equivalent? Yes _____ No _____

Are you over the age of 21? Yes _____ No _____

Have you ever been convicted of a felony? Yes _____ No _____

Are you a United States citizen? Yes _____ No _____

Have you been convicted of an act of Domestic Violence? Yes _____ No _____

Do you currently hold, or are able to obtain a valid Kansas Driver's License? Yes _____ No _____

Drivers License Number _____ State _____

Educational Background

	Institution Name, City and State	Degree or Certificate Attained	Major Area of Study	Date of Completion
High School/GED				
College/University				
Graduate School				
Vo-Tech, Business School				
Other Education				

Were you in the Military? Yes _____ No _____ What branch? _____

Is copy of DD-214 available? Yes__ No__ When inducted, when discharged? _____

Have you completed a basic class at KLETC? Yes __ No __ If yes, when? _____

WORK EXPERIENCE (Starting with your current or last job, complete all of the information for the past three (3) jobs you have held.)

<u>Name</u> and <u>Address</u> of Employer. _____ Employment Start Date _____ End Date _____ Full time ___ Part Time ___ Salary \$ _____ Reason for leaving _____ Title _____ List job description, promotions, awards or recognition _____ _____ _____ _____
<u>Name</u> and <u>Address</u> of Employer. _____ Employment Start Date _____ End Date _____ Full time ___ Part Time ___ Salary \$ _____ Reason for leaving _____ Title _____ List job description, promotions, awards or recognition _____ _____ _____ _____
<u>Name</u> and <u>Address</u> of Employer. _____ Employment Start Date _____ End Date _____ Full time ___ Part Time ___ Salary \$ _____ Reason for leaving _____ Title _____ List job description, promotions, awards or recognition _____ _____ _____ _____

List any other jobs you have held in the past 10 years.

Employer Name	Start Date	End Date	Reason for leaving	Wage

Other Related Experience (Please describe here any other related professional certifications, honors, organization membership, special skills, qualifications, or experiences not mentioned elsewhere.)

Computer Skills (name software and hardware) _____

Can you communicate with more than one language? Yes ___ No ___ If yes, explain. _____

REFERENCES (Include supervisors and persons we may contact to verify your performance and qualifications.)

Name _____ Your Supervisor? Yes___ No___	Occupation _____ Organization _____	Address _____ Phone _____
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Name _____ Your Supervisor? Yes___ No___	Occupation _____ Organization _____	Address _____ Phone _____

Why do you want to work here?

How could you benefit this agency?

Write something about yourself that you think needs to be known that will cast you in the most favorable light.

AFFIRMATION

I affirm that the facts set forth above in my application for employment are **true, correct, and complete** to the best of my knowledge. I understand that I may be required to submit information not requested on this application form; that the employing agency may verify any information provided by me in the employment process; and that incomplete information or omission of my signature is just cause for rejection of my application.

I understand and agree that, if hired, my employment would be contingent upon conditions specific to the position for which I am applying. I also understand that any omission of information, or erroneous information provided in any part of the employment process, would be sufficient cause for discharge. I also understand that if hired I am an "employee-at-will," meaning that either Kearny County or I may terminate our employment relationship at any time, either with or without cause, and also with or without advance notice.

Signature of Applicant

Date

Kearny County is an Equal Opportunity Employer