

Pershing County, Nevada
APPLICATION FOR EMPLOYMENT

Position Desired: _____ Part time Full time Date: _____

Name: _____
(Print) Last First Middle

Present Address: _____ How long have you lived there? _____
Street and Number City State Years Months

Mailing Address: _____ Telephone Number _____
Address City State

Previous Address: _____ How long did you live there? _____
Street and Number City State Years Months

Have you ever worked for Pershing County before? Yes No
If Yes, please give dates and position(s) held: _____

Have you ever pled guilty or "no contest" to, or been convicted of a gross misdemeanor or felony?
 Yes No

If Yes, please give the date(s) and details:

Have you been arrested for any matters for which you currently are out on bail or on your own recognizance pending trial? Yes No`

If Yes, please give the date(s) and details:

Note: Answering "Yes" to these questions does not constitute an automatic bar to employment. Factors such as age and time of the offense, seriousness and nature of the violation, and rehabilitation will be taken into account. In answering these questions, do not include the following: (1) minor traffic infractions, (2) convictions for which the record has been sealed or expunged, (3) referrals to or participation in any diversion programs, or (4) marijuana-related offenses that occurred over two years ago.

Current Employer

Current Employer	Employed From	Pay	Position or Title
Name of company or firm	(mo/yr)	Current:	
Address		\$	
City, State, Zip Code			Name and Title of current supervisor
Area Code and Telephone			

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Record of Previous Employment

Please list the names of your present and previous employers in chronological order with the present, or most recent, employer first. Be sure to account for all periods of time including military service and any periods of unemployment. If self-employed, give the name of the firm or business and supply business references. Use additional pages if needed.

Previous Employer _____ Name of company or firm _____ Address _____ City, State, Zip Code _____ Area Code and Telephone	Employed From (mo/yr) _____ To (mo/yr)	Pay Start: _____ \$ Final _____ \$	Position or Title _____ Name and Title of last supervisor	Reason for Leaving
Previous Employer _____ Name of company or firm _____ Address _____ City, State, Zip Code _____ Area Code and Telephone	Employed From (mo/yr) _____ To (mo/yr)	Pay Start: _____ \$ Final _____ \$	Position or Title _____ Name and Title of last supervisor	Reason for Leaving
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Have you ever been terminated or asked to resign from any job? Yes No

If Yes, please explain circumstances: _____

Please explain fully any gaps in your employment history: _____

May we contact your current employer? Yes No. If No, please explain: _____

Please indicate any actual experience; special training or qualification that you have that you feel is relevant to the position for which you are applying: _____

Have you ever used another name? Yes No

If so, what other names? _____

Is any additional information relative to any change of name, use of an assumed name, or nickname necessary to enable a check on your work and educational records? Yes No

If Yes, please explain: _____

If hired, can you provide proof that you are authorized to work in the United States on an unrestricted basis? Yes No.

If hired, can you provide proof that you are over 18 years of age? Yes No.

Are you capable of satisfactorily performing the essential job duties of the position, with or without reasonable accommodation, for which you are applying? (Please review the attached job description.)

Yes No.

Do you have adequate transportation to and from work? Yes No.

Education

School Name	Years Completed (circle one)	Diploma/ Degree	Describe Course of Study or Major	Describe Specialized Training, Experience, Skills and Extra-Curricular Activities
Elementary:	4 5 6 7 8			
High School:	9 10 11 12			
College/University:	1 2 3 4			
Graduate/Professional:	1 2 3 4			
Trade/Correspondence:				
Other:				

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Personal References

Please list at least three persons who know you well – *not* previous employers or relatives

Name	Occupation	Address (Street, City and State)	Telephone Number	Number of Years Known

I certify that all of the information that I have provided on this application is true and accurate.

Date

Signature of Applicant

Applicant’s Statement & Agreement

Work Rules. In the event of my employment with Pershing County, I agree to comply with all rules and regulations of Pershing County.

Drug/Alcohol Test. I understand that Pershing County reserves the right to require me to submit to a test for the presence of drugs in my system prior to employment and at any time during my employment to the extent permitted by law.

Medical Examination. I understand that any offer of employment may be contingent upon the passing of a physical examination. I consent to the disclosure of the results of any physical examination or related tests to Pershing County. I understand that should I decline to sign this consent or decline to take any of the above-described tests, my application for employment may be rejected or my employment may be terminated.

Background Investigation. I understand that Pershing County’s consideration of my application includes an investigation of the information I have provided on this application and other relevant information such as my driving record and criminal record, if any. I understand that should I decline to consent to such an investigation, my application for employment may be rejected or my employment may be terminated.

Bond. I understand that bonding may be a condition of employment. If it is, I will be so advised either before or after hire and a bond application will have to be completed.

At Will Employment. If hired, I further agree as follows: My employment and compensation are terminable at will, are for no definite period, and my employment and compensation may be terminated by Pershing County at any time and for any reason whatsoever, with or without good cause at the option of either Pershing County or myself. No implied, oral or written agreements contrary to the express language of this agreement are valid unless they are in writing and signed by the Appointing Authority. This agreement takes the place of all prior and contemporaneous agreements, representations, and understandings between me and Pershing County.

Notwithstanding the foregoing, the terms of any collective bargaining agreement will apply to any applicant hired to work in a position subject to a collective bargaining agreement.

I hereby certify that all the information that I have provided on this application or any other document filled out in connection with my employment, and in any information that I have provided during any interview is true and correct. I have withheld nothing that would, if disclosed,

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effect this application unfavorably. I understand that if I am employed and any such information is later found to be false or incomplete in any respect, I may be dismissed.

If you have any questions regarding this agreement, please ask a Pershing County representative before signing.

MY SIGNATURE BELOW ATTESTS TO THE FACT THAT I HAVE READ, UNDERSTAND, AND AGREE TO BE LEGALLY BOUND BY ALL OF THE ABOVE TERMS.

Date

Signature of Applicant