

Application For Employment

Woodford County Fiscal Court
103 S. Main St.
Versailles, Ky. 40383
859-873-4139
Fax 859-873-0196

Personal Information

Name:	
Date:	
Do you have A Valid Drivers License:	
Home Address	
City, State, Zip:	
Home Phone:	Business Phone:

Position Applying For

Title:	Salary Desired:
Referred By:	Date Available:

Education

High School (Name, City, State)	
Did You Graduate:	
Business or Technical School:	
Did You Graduate:	Degree, Major:
Undergraduate College:	
Did You Graduate:	Degree, Major:
Graduate School:	
Did You Graduate:	Degree, Major:

References

Residences

List Chronologically all of your residences for the past ten (10) years.

From	To	Address	City	State

List chronologically all employments beginning with your present employment. If unemployed for a period, include dates of unemployment.

Employment	
Name & Address of Last employer: _____ _____	
Job Title:	From: _____ To: _____
Supervisors Name:	Telephone #:
Starting Salary:	Ending Salary:
Specific Duties and Responsibilities: _____ _____ _____	
Reason for Leaving:	
Was position full of part time:	Hours worked per week:

Employment	
Name & Address of Last employer: _____ _____	
Job Title:	From: _____ To: _____
Supervisors Name:	Telephone #:
Starting Salary:	Ending Salary:
Specific Duties and Responsibilities: _____ _____ _____	
Reason for Leaving:	
Was position full of part time:	Hours worked per week:

Employment	
Name & Address of Last employer: _____ _____	
Job Title:	From: _____ To: _____
Supervisors Name:	Telephone #:
Starting Salary:	Ending Salary:
Specific Duties and Responsibilities: _____ _____ _____	
Reason for Leaving:	
Was position full of part time:	Hours worked per week:

Court Data

Have you ever been convicted of any felonies? No _____ Yes _____

If yes, describe: _____

List Personal References

Name	Phone Number	Best Time to Call	Disposition

AUTHORIZATION

I certify that the facts contained in this application(and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Woodford County Fiscal Court.

I understand that any employment is conditional a background investigation. I authorize the Woodford County Fiscal Court to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Woodford County Fiscal Court, without giving me prior notice of such disclosure. In addition, I release the Woodford County Fiscal Court, any former employer and all references from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be in accordance with applicable federal, state and local ordinances covering the position for which I am applying. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Woodford County Fiscal Court un less made in writing.

If I am offered employment I agree to submit to a examination and drug test before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Woodford County Fiscal Court and permitted by law. I consent to such examination and test, and I request that the examining doctor disclose to the Woodford County Fiscal Court the results of the examination, which results will remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examination and drug test, and if I am hired a condition of my employment will be that I abide by the Woodford County Fiscal Court Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate the Woodford County Fiscal Court to hire. If hired, I agree to abide by all Woodford County Fiscal Court rules, policy and procedures. The Woodford County Fiscal Court retains the right to revise its polices or procedures, in whole or in part, at any time.

DATE _____ SIGNATURE _____