APPLICATION FOR EMPLOYMENT
WASHINGTON COUNTY
Personnel Services Department
150 Ash Avenue
Akron, CO 80720
Phone 970-345-2701
Fax 970-345-2702

Washington County is an equal opportunity employer. We encourage all persons to file applications with us and we do not discriminate on the basis of race, color, age, religion, sex, sexual orientation, gender identity, national origin, marital status, genetic information, veteran status, and mental or physical disability.

APPLICANT INFORMATION						
Last Name		First		M.I.	Date	
Street Address				Apartment/Unit #		
City		State		ZIP		
Phone		E-mail Address				
Date Available		Position Applied for		Desired Salary		
Circle Type of Employment	Full Time	Part Time		Temporary	Seasonal	
Less than a year at current address provide previous address						

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 Washington County?	YES ☐	NO ☐	If so, when?			
Have you ever been convicted of a felony?	YES ☐	NO ☐	If yes, explain			

EDUCATION							

CIRCLE HIGHEST GRADE COMPLETED: 9 10 11 12 13 14 15 16 17 18

High School/GED				Address			
From		To		Did you graduate?	YES ☐	NO ☐	Degree	
College				Address			
From		To		Did you graduate?	YES ☐	NO ☐	Degree	
Other				Address			
From		To		Did you graduate?	YES ☐	NO ☐	Degree	

Special Skills, Training or Relevant Experience

List Certifications:

List any Training:

List any Skills that pertain to the position you have applied for:

REFERENCES

Please list three professional references.

Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

PREVIOUS EMPLOYMENT

Company			Phone		
Address			Supervisor		
Job Title		Starting Salary	$	Ending Salary	$
Responsibilities					
From To		Reason for Leaving			
May we contact your previous supervisor for a reference?		YES ☐ NO ☐			
Company			Phone		
Address			Supervisor		
Job Title		Starting Salary	$	Ending Salary	$
Responsibilities					
From To		Reason for Leaving			
May we contact your previous supervisor for a reference?		YES ☐ NO ☐			

Previous Employment Continued	
Company	Phone
Address	Supervisor

Job Title	Starting Salary	$	Ending Salary	$

Responsibilities	

From To	Reason for Leaving

May we contact your previous supervisor for a reference?   YES ☐   NO ☐

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

Road & Bridge Applicants Only Complete this Section of the Application

Experience & Qualifications – Driver

State	Licenses No.	Type	Expiration Date

CLASS OF EQUIPMENT

Type of Equipment	Dates: To & From	Approximate # of Miles (Total)

DRIVING INCIDENTS / ACCIDENTS

Dates	Nature of Incident / Accident	Fatalities	Injuries

TRAFFIC CONVICTIONS & FORFEITURES FOR THE PAST 3 YEARS (OTHER THAN PARKING VIOLATIONS)

Location	Date	Charge	Penalty

ATTACH SHEET IF MORE SPACE IS NEEDED

Have you ever been denied a license, permit or privilege to operate a motor vehicle?   Yes____   No____

Has any license, permit or privilege ever been suspended or revoked?   Yes____   No____

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

All job offers can be contingent upon the successful completion of a background process, which may include a police records check, credit check, medical examination and a drug screen.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature	Date

In order to comply with Federal Regulations in the area of Equal Employment Opportunity, Washington County requests that Applicants provide the following information. This is Voluntary. The information will be treated confidentially and will not result in adverse treatment of any individual. This information may be provided to State and Federal Regulatory Agencies.

Position Applying For:	Date:
Last Name:	First Name & Middle Initial:
Address:	City/State/Zip:
Gender:	Age:

Ethnic Background

☐ White – Not of Hispanic origin, all persons having origins in any of the original people of Europe, North Africa or the Middle East.

☐ Black – Not of Hispanic origin, all persons having origins in any of the Black racial groups of Africa.

☐ Hispanic – All persons of Mexican, Puerto Rican, Cuban, Central or South American, OT other Spanish culture of origin, regardless of race.

☐ Asian or Pacific Islander – All persons having origins in any of the original peoples of the Far East, Southeast.

☐ Asia, the Indian Subcontinent – All persons from China, Japan, Korea, the Philippine Islands, and Samoa.

☐ American Indian or Alaskan Native – All persons having origins in any of the original peoples of North America and who maintain cultural identification through affiliation or community recognition.

☐ Other – List Sources _____

Veteran Status

☐ Vietnam Era Veteran - Defined as a veteran who (a) served on active duty in the Republic of Vietnam between February 28, 1961 and May 7, 1975, or (b) served on active duty for a period of more than 180 days, any part of which occurred between August 5, 1964 and May 7, 1975, and was discharged or released there from with other than a dishonorable discharge, or (c) was discharged or released from active duty for a service-connected disability if any part of his or her active duty was performed between August 5, 1964 and May 7, 1975.

☐ Other Eligible Veteran - Defined as any veteran who served in a "war" declared by Congress, in a campaign or on an expedition for which a campaign badge, a service medal, or an expeditionary medal has been awarded.

☐ I do not wish to Self-Identify

How did you find out about our opening? ☐Current Employee ☐Newspaper Ad ☐Company Website
☐State Employment Service ☐Other _____

Print Name: _____

Signature: _____   Date: _____