



Are you below the age of 18? YES / NO

Have you, since age 18, been convicted of a misdemeanor or felony, other than minor traffic violations?  
YES / NO

*(You are not obligated to disclose sealed or expunged records of convictions or arrests. Note: a conviction record will not necessarily exclude you from employment. All factors such as age and time of offense, seriousness and nature of the violation, and rehabilitation are taken into account).*

If the job for which you are applying requires driving a district vehicle, do you possess a valid drivers license?

YES / NO

**AN EQUAL OPPORTUNITY EMPLOYER**

**Education**

Certificate Name and Location of School	Date Attended		Major Subject and Number of Years Completed	Degree or Earned
	From	To		
High School				
College(s)				
Business, Technical or Certificate Programs				

Professional registrations, license and/or certificates and date received:

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Additional training/skills that relate to the position:

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List any organizations, clubs, societies or professional memberships which relate to the job for which you are applying:

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## Military Service Record

Have you served in the U.S. Armed Forces? YES / NO Branch: \_\_\_\_\_

Enlistment date: \_\_\_\_\_ Discharge date: \_\_\_\_\_

What special military training did you receive that would relate to the job for which you are applying?

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**All sections of this application must be completed even if a resume is attached**

## Employment History

Beginning with your current or most recent employer, please complete this section as accurately as possible.

Firm name: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
MO/YR MO/YR

Job title: \_\_\_\_\_ Starting salary: \$ \_\_\_\_\_ Ending salary: \$ \_\_\_\_\_

Describe your duties: \_\_\_\_\_

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Reason for leaving: \_\_\_\_\_

Supervisor's name: \_\_\_\_\_ Telephone number: \_\_\_\_\_ May we contact? YES /

NO \_\_\_\_\_

Firm name: \_\_\_\_\_ Location: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Hours per week: \_\_\_\_\_  
MO/YR MO/YR

Job title: \_\_\_\_\_ Starting salary: \$ \_\_\_\_\_ Ending salary: \$ \_\_\_\_\_

**Describe your duties:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reason for leaving:** \_\_\_\_\_

**Supervisor's name:** \_\_\_\_\_ **Telephone number:** \_\_\_\_\_ **May we contact? YES /**  
**NO** \_\_\_\_\_

**Firm name:** \_\_\_\_\_ **Location:** \_\_\_\_\_

**From:** \_\_\_\_\_ **To:** \_\_\_\_\_ **Hours per week:** \_\_\_\_\_  
MO/YR MO/YR

**Job title:** \_\_\_\_\_ **Starting salary: \$** \_\_\_\_\_ **Ending salary: \$** \_\_\_\_\_

**Describe your duties:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reason for leaving:** \_\_\_\_\_

**Supervisor's name:** \_\_\_\_\_ **Telephone number:** \_\_\_\_\_ **May we contact? YES /**  
**NO** \_\_\_\_\_

Additional comments may be written on the next page

## References

List the names of two persons who know your character, ability or experience and have known you for at least two years. For example, current or former co-workers, neighbors. **Please do not list relatives.**

Name	Relationship	Telephone
number		
_____	_____	_____
_____	_____	_____
_____	_____	_____

## Applicant Comments

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I understand that this employment application and any other District documents are not contracts of employment and that any individual who is hired may voluntarily leave employment, and may be terminated by the District at any time. I understand that any oral or written statements to the contrary are hereby expressly disavowed and should not be relied upon by any prospective or existing employee.

I hereby authorize the District to make all reasonable inquiries of current and previous employers and other sources to determine my fitness for hire.

The information provided by me in this application is true and complete to the best of my knowledge. I understand that if I am employed, any false statements will be considered grounds for dismissal.

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SIGNATURE

DATE

Thank you for completing this form and for your interest in the Macon County Conservation District. All qualified applicants will be considered for employment without regard to race, color, age, sex, religion, national origin, ethnic identity, disability, marital status or veteran status.