



Cumberland County Tennessee

Employment Application

Cumberland County, Tennessee is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status. If offered employment, you will be required to provide documentation to verify eligibility. All Applicants may be subject to a background check. Further, depending on the position for which you are applying, you may be subject to pre-employment drug testing. Please answer all questions. If a question does not apply to you, answer with "No" or "NA" for "Not Applicable." * Required Fields

Applicant Information*

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Department.: _____ Desired Salary:\$ _____

Position Applied for: _____

Are you 18 years or older? YES NO Are you authorized to work in the U.S.? YES NO

Are you 21 years or older? YES NO Shift Preference Full Time Part Time

Are you able to perform the essential functions of the job for which you are applying, with/without reasonable accommodation? YES NO

Do you have any relatives/friends who work for Cumberland County? YES NO

If yes, who and where do they work?

Have you ever worked for Cumberland County before? YES NO If yes, when? _____

Have you ever been convicted of a felony in the last seven years? YES NO

If yes, explain:

Education

High School: _____ City & State: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Have you completed any special courses, seminars and/or training that would enable you to perform the position for which you are applying? YES NO **If yes, please describe below:** _____

References

Please list three references (not relatives or employers).

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Previous Employment

Are you currently employed?

YES NO

Have you ever been discharged or asked to resign from a job? If yes please explain: _____

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

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

Military Service

Are you a military veteran? YES NO

Branch and Rank: _____

If you answered yes, while in the military, did you complete any special courses, seminars, and/or training that would enable you to perform the position for which you are applying? YES NO

Disclaimer and Signature

"I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge and authorize CUMBERLAND COUNTY to verify their accuracy and to obtain reference information on my work performance. I hereby release CUMBERLAND COUNTY from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on such information. I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for dismissal. I understand that should an employment offer be extended to me and accepted that I will fully adhere to the policies, rules and regulations of employment of the Employer. However, I further understand that neither the policies, rules, regulations of employment nor anything said during the interview process shall be deemed to constitute the terms of an implied employment contract. I understand that any employment offered is for an indefinite duration and at will and that either I or the Employer may terminate my employment at any time with or without notice or cause."

Signature: _____ Date: _____