



Bamberg County First Steps Employment Application

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, veteran status, the presence of a non-job related medical condition/handicap or any other legally protected status.

Date of Application: _____

APPLICANT INFORMATION

Position(s) Applied For: _____

Referral Source: () Advertisement () Friend () Relative () Walk-In () Other _____

Personal Details

First Name: _____ Middle Initial: _____ Last Name: _____

Preferred name: _____

Address: _____

Telephone: _____ Daytime: _____ Mobile: _____

Email: _____

Have You Ever Been Employed with Our Organization? ☐ Yes ☐ No - Where? _____

Are You Available to Work: ☐ Full Time ☐ Part-Time - When Can You Start Work: _____

Do you have a valid driver's license? ☐ Yes ☐ No If no, explain: _____

Can you travel if required by the position? ☐ Yes ☐ No If no, explain: _____

Have you ever been convicted of a felony? ☐ Yes ☐ No If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ Yes ☐ No Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ Yes ☐ No Diploma: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? ☐ Yes ☐ No Diploma: _____

Are you currently undertaking study/training/school? ☐ Yes ☐ No

If yes, course/program name: _____

(Click one) ☐ Full time ☐ Part time ☐ Distance ☐ Other

Current Qualifications

Qualification Title	Institution/Training Provider	Year Completed

Previous Employment (Most Recent First)

Employer:_____ Phone:_____

Address:_____ Supervisor:_____

Job Title:_____ Starting Salary:\$_____ Ending Salary\$_____

Responsibilities:_____

From:_____ To:_____ Reason for Leaving:_____

May We Contact This Employer For A Reference: ☐ Yes ☐ No

Employer:_____ Phone:_____

Address:_____ Supervisor:_____

Job Title:_____ Starting Salary:\$_____ Ending Salary\$_____

Responsibilities:_____

From:_____ To:_____ Reason for Leaving:_____

May We Contact This Employer For A Reference: ☐ Yes ☐ No

Employer:_____ Phone:_____

Address:_____ Supervisor:_____

Job Title:_____ Starting Salary:\$_____ Ending Salary\$_____

Responsibilities:_____

From:_____ To:_____ Reason for Leaving:_____

May We Contact This Employer For A Reference: ☐ Yes ☐ No

Special Skills and Qualifications:

References

Please provide details of **three references** who are not related to you and are not previous employers.

Name	Contact No.	Position held/ working relationship	Office use check initial/date

Please provide any other information that you identify as being pertinent to this application:

Declaration

I declare that, to the best of my knowledge, the information given is true and correct. I authorize an investigation of all statements/content in this application for employment, as it may be necessary in deriving an employment decision.

In the event of employment, I understand that inaccurate, misleading or untrue statements or knowingly withheld information may result in termination of employment with this organization. I understand that, in some cases, SLED and credit checks may be required and I will be notified if this applies to this application.

I understand that this application does not constitute an offer of employment. A signed contract will be established upon hiring for the position applied for. Furthermore, I understand and agree that if hired, my employment is "at will" and is not for a definite period. Regardless of circumstances, my employment may be terminated at any time without prior notice by the organization.

Signed: _____

Date: _____

****This application will be considered active for a period of (60) days****