

**Employment Application**  
**Winneshiek County**

**The position I am applying for is:** \_\_\_\_\_

\_\_\_\_\_  
Last Name First Name Middle Name

\_\_\_\_\_  
Address Street City State ZIP Code

\_\_\_\_\_  
Telephone Number Email Address

\_\_\_\_\_  
Driver's License Number Do you possess a Class A Commercial Driver License (CDL)  
Yes  No

List additional names you have used: \_\_\_\_\_

Please list an additional phone number where we can leave a message:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Number: \_\_\_\_\_

How did you learn about this employment opportunity?

Newspaper  Job Service  Friend  Walk-in  Website  Education Institution  Employee  Other

**Please be sure to answer all items completely and accurately.**

Type of work you would accept:  Full time  Part time  Seasonal  Temporary

What date would you be available for work? \_\_\_\_\_

Have you ever filed an application with us before? Yes  No  If yes, Month/Year: \_\_\_\_\_

Have you ever been employed with us before? Yes  No  If yes, In what capacity? \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

What is the minimum salary that you would accept? \_\_\_\_\_

Do you have any relatives currently employed by us? Yes  No

If yes, state the name, relationship and department in which they are employed. \_\_\_\_\_

Are you legally eligible to be employed in the U.S.? Yes  No  (Proof of identity and eligibility will be

Are you a veteran of the U.S. Armed Forces? Yes  No  required upon employment)

Dates of military service: \_\_\_\_\_ Branch: \_\_\_\_\_

Have you ever been convicted of a crime (other than a minor traffic violation)? Yes  No

If so, please indicate the nature of the offense, date, state and disposition. \_\_\_\_\_

*(A conviction record is not an automatic bar to employment and the nature, recency and disposition of the offense will be considered only as it relates to the job for which you are applying)*

## Education

	High School	Undergraduate College/University	Graduate/Professional
School Name and Location			
Diploma/Degree If Applicable, please include Professional License or Registry Number			
Course of Study			

Describe any skills, specialized training, apprenticeship, and applicable extra-curricular activities.

List equipment and computer software you can operate.

List construction equipment previously operated if applicable to the position.

## Employment Experience

List previous 10 years of employment. Start with your present or last job. Add another sheet if necessary.

May we contact your current employer(s)? Yes  No

<b>1. Employer</b>	Dates Employed From/To	Work performed
Address		
Telephone Number	Hourly Rate/Salary Starting/Final	
Job Title		
Supervisor		
		Reason for leaving

<b>2. Employer</b>	Dates Employed From/To	Work performed
Address		
Telephone Number	Hourly Rate/Salary Starting/Final	
Job Title		
Supervisor		
		Reason for leaving

<b>3. Employer</b>	Dates Employed From/To	Work performed
Address		
Telephone Number	Hourly Rate/Salary Starting/Final	
Job Title		
Supervisor		
		Reason for leaving

<b>4. Employer</b>	Dates Employed From/To	Work performed
Address		
Telephone Number	Hourly Rate/Salary Starting/Final	
Job Title		
Supervisor		
		Reason for leaving

## Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as it may be necessary in arriving at an employment decision.

I hereby acknowledge that any employment relationship with Winneshiek County is of an At-Will nature, which means that the employee may resign at any time and that Winneshiek County may discharge at any time with or without cause. I understand that neither this document nor any offer of employment from Winneshiek County constitutes an employment contract unless a specific document to that effect is executed by Winneshiek County and be in writing.

In the event of employment, I understand that false or misleading information given in my application or interview(s) shall be considered sufficient cause for dismissal. I further understand that an incomplete application or an absence of my signature on this application is just cause for rejection of this application. I agree to employment entrance exams, if necessary, at Winneshiek County cost. I understand that I am required to abide by all rules and regulations of the employer.

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Signature of Applicant

Date

It is the policy of Winneshiek County to provide equal treatment to all Winneshiek County employees and applicants for Winneshiek County employment without regard to race, color, religion, political affiliation, creed, sex, sexual orientation, gender identity, national origin or ancestry, age, mental or physical disability, marital status, except as bona fide occupational qualifications may require otherwise. This policy applies to all human resources actions and procedures including, but not limited to: recruitment, selection, training, compensation, benefit programs, promotion, demotion, transfer and termination of employment.

## **Addenda to job application Veteran Status**

This portion is required to be submitted with each application by Iowa Code Chapter 35C

Name of Applicant: \_\_\_\_\_

1. Are you a United States citizen? \_\_\_Yes \_\_\_ No
2. Are you a citizen and resident of the State of Iowa? \_\_\_Yes \_\_\_No
3. Are you an honorably discharged veteran from the military or naval forces of the United States in any war in which the United States has been engaged, including the Korean Conflict at any time between June 25, 1950 and January 31, 1955, both dates inclusive, the Vietnam Conflict beginning August 5, 1964, and ending on May 7, 1975, both dates inclusive, and the Persian Gulf Conflict beginning August 2, 1990, or the current conflicts in Iraq or Afghanistan? \_\_\_Yes \_\_\_No
4. Did you receive an honorable discharge? \_\_\_Yes \_\_\_No
5. If the answer to questions 1, 2, 3, and 4 is yes, please complete the following:
  - a. In which war did you serve?
  - b. In which branch of the military did you serve?
  - c. When did you enter the military? (Month, day, year):
  - d. When were you discharged from the military? (Month, day, year):
  - e. Please attach a copy of your DD214 to this job application.

The above information is true and correct.

\_\_\_\_\_  
Signature of Applicant