



## HARRISON COUNTY E911 EMPLOYMENT APPLICATION

**Please print:** Date of application \_\_\_\_\_

**Position you are applying for:** DISPATCHER Full time\_\_\_ Part time\_\_\_ other \_\_\_\_\_

Full Name: \_\_\_\_\_ Maiden name: \_\_\_\_\_

Address: Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security number: \_\_\_\_\_

If necessary, best time to call you at home? Telephone number \_\_\_\_\_ Time \_\_\_\_\_

May we contact you at work? Yes \_\_\_ No \_\_\_

If yes, work number and best time to call. Telephone number \_\_\_\_\_ Time \_\_\_\_\_

### Education:

High school \_\_\_\_\_ Degree Yes/No GED Yes/No

Address: \_\_\_\_\_

Technical or vocation school \_\_\_\_\_

Course of study \_\_\_\_\_ Degree Yes/No

College \_\_\_\_\_

Course of study \_\_\_\_\_ Degree Yes/No

### REFERENCES: [List other than family]

	Name	Address	Telephone number
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

**EMPLOYMENT HISTORY:** [starting with most recent]

Employer \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Dates Employed: From \_\_\_\_\_ To \_\_\_\_\_

Job title \_\_\_\_\_

Work Performed \_\_\_\_\_

Supervisor \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Date[s] Employed: From \_\_\_\_\_ To \_\_\_\_\_

Job title \_\_\_\_\_

Work Performed \_\_\_\_\_

Supervisor \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Date[s] Employed: From \_\_\_\_\_ To \_\_\_\_\_

Job title \_\_\_\_\_

Work Performed \_\_\_\_\_

Supervisor \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Comments [including explanation of any gaps in employment] \_\_\_\_\_

\_\_\_\_\_

**SKILLS AND QUALIFICATIONS:**

Summarize any special training, skills, licenses, certificates and/or characteristics of yourself that may qualify you as being able to perform job related functions for the position which you are applying. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please answer the following questions.

1. Have you filed an employment application with Harrison County Communications before? Y/N  
If yes, when? \_\_\_\_\_
2. Are you currently employed? Yes/No \_\_\_\_\_
3. May we contact your present or past employers? Yes/No \_\_\_\_\_  
If no, please state why. \_\_\_\_\_
4. Do you have a relative currently working at Harrison County Communications? Yes/No \_\_\_\_\_  
If yes, please state \_\_\_\_\_
5. Have you ever been charged with a criminal act? Yes/No  
If yes, please state \_\_\_\_\_
6. Have you ever been convicted of a felony? Yes/No  
If yes, please state \_\_\_\_\_
7. Are you currently married or in a relationship with a convicted felon? Yes/No \_\_\_\_\_
8. Are you authorized to work to work in the U.S.? Yes/No \_\_\_\_\_

**APPLICANTS STATEMENT:**

I hereby authorize the Harrison County Communications Administrator or designee, to obtain drivers' license, criminal history, domestic abuse registry, and sexual offender registry records.

I understand that in the event of employment, any information that was false or misleading in my application or interviews may result in discharge. I also understand that if employed, I am required to obey all rules and regulations of the Communications Center.

I certify that the application and answers that have been given are complete and true.

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date of Application

Larry Oliver – Coordinator  
111 S. 1<sup>st</sup> Ave  
Logan, Iowa 51546  
{712} 644-2353 office