

# Gogebic County Application for Employment

Pre- Employment Questionnaire  
Equal Opportunity Provider and Employer

## **PERSONAL INFORMATION**

|         |                      |               |                      |                 |                      |
|---------|----------------------|---------------|----------------------|-----------------|----------------------|
| Name    | <input type="text"/> | Date of Birth | <input type="text"/> | Social Sec. No. | <input type="text"/> |
| Address | <input type="text"/> | City          | <input type="text"/> | State           | <input type="text"/> |
| Phone   | <input type="text"/> | 2nd Phone     | <input type="text"/> | Referred By     | <input type="text"/> |

## **EMPLOYMENT DESIRED**

|                       |  |   |  |   |  |
|-----------------------|--|---|--|---|--|
| Position              | <input type="text"/>                                     | Date You Can Start                              | <input type="text"/>                                     | Salary Desired                                  | <input type="text"/>                                     |
| Are You Employed Now? | <input type="checkbox"/> Yes <input type="checkbox"/> No | If So, May We Inquire of Your Present Employer? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Are You Legally Authorized to Work in the U.S.? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

## **EDUCATION HISTORY**

|              | Name and Location    | Years Attended       | Graduated?           | Subjects Studied     |
|--------------|----------------------|----------------------|----------------------|----------------------|
| High School  | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| College      | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Other School | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

## **GENERAL INFORMATION**

|                       |  |
|-----------------------|--|
| Study / Research Work | <input type="text"/>                           |
| Special Training      | <input type="text"/>                           |
| Special Skills        | <input type="text"/>                           |
| Military Service      | <input type="text"/> Rank <input type="text"/> |

## **FORMER EMPLOYERS** (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST)

| Date - Month and Year     | Name & Address of Employer | Salary               | Position             | Reason for Leaving   |
|---------------------------|----------------------------|----------------------|----------------------|----------------------|
| From <input type="text"/> | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| To <input type="text"/>   | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| From <input type="text"/> | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| To <input type="text"/>   | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| From <input type="text"/> | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| To <input type="text"/>   | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| From <input type="text"/> | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| To <input type="text"/>   | <input type="text"/>       | <input type="text"/> | <input type="text"/> | <input type="text"/> |

**REFERENCES** (GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.)

| Name | Address | Business | Years Known |
|------|---------|----------|-------------|
|      |         |          |             |
|      |         |          |             |
|      |         |          |             |

**AUTHORIZATION**

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the county from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the county has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized county representative.

This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws."

Date \_\_\_\_\_ Signature \_\_\_\_\_

***DO NOT WRITE BELOW THIS LINE***

Date \_\_\_\_\_ Interviewed By \_\_\_\_\_

**REMARKS**

|  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

|             |           |           |             |              |
|-------------|-----------|-----------|-------------|--------------|
| Neatness    |           | Character |             |              |
| Personality |           | Ability   |             |              |
| Hired       | For Dept. | Position  | Will Report | Salary Wages |

**Approved**

\_\_\_\_\_ County Administrator

\_\_\_\_\_ Department Head

\_\_\_\_\_ Supervisor