BARTON COUNTYEmployment Application

1400 Main - Room 107, Great Bend, KS 67530 (620) 793-1800 · www.bartoncounty.org



APPLI	CANT	INFO	ORMATIO	N													
Last Name					First			M.I.		Date							
Street Address									Apartment/Unit #								
City						State			ZIP								
Phone						E-mail Ad	E-mail Address										
Date Available Drive				Driver's Lic	cense #				Desired Salary								
Position Applied for									I								
Are you	availat	ole to v	vork:	Гіте [Part-Tin	ne	Shif	t Woı	rk [On	call as r	eeded		Tem	porary		
Are you authorized to work in the U.S.? YES					NO 🗆												
Have you ever worked for the County? YES					NO 🗆	If so, w	/hen?	,									
How did you hear about the open position? Newspaper ☐ Internet / Web Posting ☐ Word of Mouth ☐ Other ☐																	
EDUCATION High School					Address												
				NO 🗆	Degree												
College					1 - 3	Address											
Did you		ıte?	YES	NO 🗆	Degree												
Other	gradus				2 og. oo	Address											
Did you	gradua	uate? YES NO			Degree												
Dia you	gradac		123		Degree												
REFER																	
Please I	list thre	e profe	essional ref	erences. L	Do include d	ne employ	er. Do no	t incl	lude rela	tives							
Full Name				Relationship													
Compar	ny					Phone											
Address	Address																
Full Nar	ne						Relationship										
Compar	ny						Phone										
Address																	
Full Nar	me						Rela	ations	ship								
Compar	ny						Phone										
Address	5																

PREVIOUS EMPLOYMENT										
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 \square NO \square										
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	From To Reason for Leaving									
May we contact your previous supervisor for a reference? YES NO										
MULTARY OF RUISE										
MILITARY SERVICE										
Honorable discharge from militar	y service, when									
SPECIALIZED SKILLS										
☐ Microsoft Word ☐ Microsoft Excel ☐ Microsoft Outlook ☐ Microsoft Access ☐ Microsoft PowerPoint										
☐ Microsoft Publisher ☐ QuickBooks Driver's License Type ☐ "A" ☐ "B" ☐ "C"										
Equipment / Machinery Operated (list)										
Other (list)										

OTHER QUALIFICATIONS	
Other skills, abilities, qualifications, certifications, specialized or technical training not previously listed that may be relevant to this pos Additional sheets or a resume may be attached.	sition.
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DISCLAIMER AND SIGNATURE	
ACKNOWLEDGEMENT	ha haat
I understand that by submitting this application, I am certifying that the facts contained in this application are true and complete to t of my knowledge and I understand that, if employed, falsified statements on this application will be grounds for dismissal.	ne best
I authorize investigation of all statements contained in this employment application as may be necessary in arriving at an hiring decidence acknowledge that this may include an investigation of my driving record and/or criminal background.	sion. I
I understand, that as a condition of employment, I will be subject to a physical examination to determine if I am capable of perform duties to which I would be assigned. I will also be subject to a pre-employment drug test. I further understand that the results tests will remain confidential. Barton County will pay for all initial testing.	
I understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with Barton County is "at will" nature. This means that the Employee may resign at any time and the Employer may discharge Employee at any time without cause. It is further understand that this "at will" employment relationship may not be changed by any written document conduct unless such change is specifically acknowledged in writing by an authorized Barton County official.	with or
I understand that Barton County is an Equal Opportunity Employer and that no individual will be rejected because of race, color, recreed, national origin, sex, age, handicap, or marital status.	eligious
By signing this application, I acknowledge that I am the individual whose name appears on the application. Once signed, the application be submitted in person, via mail, email, or fax. Barton County will treat both original and electronic signatures as an original signapplications must be received by the closing date and time of the open application period in order to be considered. Applications accepted only during open application periods.	ınature.
Applications will remain on file in the Barton County Human Resources Office for two years from the date of admittance. If I wish application to be reviewed for any other job opening, I must notify the Barton County Human Resources Office during the ann application period.	
Signature Date	