



Employment Application

Applicant Name

Cache County Corp.
179 North Main Street suite 312
Logan, Utah 84321
435.755.1470

PLEASE PRINT CLEARLY

Personal Information			
First Name:	Middle Initial:	Last Name:	
Present Address:	street	city	state zip code
Permanent Address:	street	city	state zip code
Email Address:			
Day Phone Number: ()	Night Phone Number: ()	Cell Phone Number: ()	
If less than 18 years of age, can you provide proof of eligibility to work? YES NO		If hired, can you present evidence of U.S. citizenship or your legal right to live and work in this country? YES NO	
If applying for a position <i>that requires driving</i> , do you have an appropriate license? YES NO		Have you been ticketed for a moving violation within the past two years? If yes, please explain. YES NO	
If required, are you available for travel? YES NO		Are you currently on "layoff" status, subject to recall? YES NO	
Do you have a relative employed with Cache County Corporation? YES NO			
If yes, who?			
If you have been convicted of any crime(s) other than minor traffic violations, state the nature of the crime and the results of the court case. Conviction will not necessarily disqualify you from employment.			

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Employment Desired and Availability			
Position Applying For:		Available Starting Date:	
Are you employed now?	YES NO	If so, may we inquire of your present employer? YES NO	
If required are you available for: Weekend work? YES NO Shift work? YES NO			
Have you ever worked for Cache County before? YES NO			
If YES, when:		Position held:	
What are your salary requirements?			

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Education:	Years Completed:	6	7	8	9	10	11	12	14	16	18	19	20+
Name and Location of School:	Diploma/Degree RECEIVED	Major / Specialized Training / Studies / Extracurricular Activities											
High School													
Trade/professional school													
College/university													
Graduate school													

Please provide the following information *even if you will be submitting a resume* otherwise your application may not be considered for employment opportunities

Employment History					
<i>Begin with current or most recent job.</i> If applicable, include military service assignments. If you include volunteer activities, you may exclude organizations that indicate race, color, religion, national origin, disability, or other protected status					
Employer Name & Phone Number	Dates of Employment		Salary History		Reason For Leaving
	Starting	Ending	Starting	Ending	
Job Title and General Duties					
Employer Name & Phone Number	Dates of Employment		Salary History		Reason For Leaving
	Starting	Ending	Starting	Ending	
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	Starting	Ending	Starting	Ending	
Job Title and General Duties					

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Military Service			
Have you been, or are you currently a member of the U.S. Armed Forces? YES NO Release/type:			
If so, which branch?		Current Status:	
Job-related training:			

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References Providing this information means that you give Cache County Corporation permission to contact the references listed.				
Name	Address	Telephone Numbers		Years Acquainted
		Home	Work	
Professional References				
1.				
2.				
3.				
Character References				
1.				
2.				
3.				

Special Skills/Interests

List any computer hardware/software with which you have a *working knowledge or experience*:

Other Special Skills/Interests or Extracurricular Activities:

Typing (wpm)

Ten Key (wpm)



Certification by Applicant

"I understand that this application shall be considered active for no more than 45 days. After that time, I may be required to resubmit a completed application. I understand that neither this document nor any offer of employment from this employer constitutes an employment contract unless a specific document is executed in writing by an authorized representative of Cache County Corporation and the employee.

I certify that the information given on this application and in any other supporting documentation, resume, or interview is true and correct.

I understand that any false information, willful or negligent misrepresentation, or failure to disclose any requested information constitutes sufficient grounds for Cache County Corporation to terminate my employment without notice.

I further understand that Cache County Corporation may perform a pre-employment investigation to determine my suitability for employment and I authorize Cache County Corporation to secure the information necessary to make a decision.

I further understand that Cache County Corporation will adhere to applicable state and federal statutes concerning the securing of information and the handling, utilization, and release of information obtained in the pre-employment investigation.

I acknowledge by my signature that I have read and understand these statements."

Applicant's Signature:

Date:



The Cache County Corporation is an equal opportunity employer and will not discriminate on the basis of race, color, religious creed, national origin, ancestry, age, sex or on the basis of physical or mental disability unrelated to ability to perform the work required.

No question on this application is intended to secure information to be used for such discrimination.



For Department Use Only

Arrange Interview: YES NO Comments:

Date:

Department Head's Signature: