



_____ Date Received

APPLICATION FOR EMPLOYMENT

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

(Resumes are accepted in addition to this employment application.
All conditionally hired candidates **must** pass a drug screen
as a **condition of employment**.)

Please Read and Carefully Complete All Sections

Name _____ Soc. Sec. # _____

Address _____
Street Apt.# City State Zip

Telephone Number _____ Are you 18 or older? _____

Are you legally permitted to work in the U.S.? _____

Do we employ any of your relatives? _____ If yes, please provide name and
position: _____

Position(s) for which you are applying _____

Desired Compensation _____

Have you ever applied for employment with us in the past? _____

If yes, when: _____

Have you ever been convicted of or pled guilty or no contest to any crime other than a minor
traffic violation? (A "yes" answer to this question will not necessarily disqualify a candidate from
employment) _____

If yes, please give details: _____

Have you ever been discharged or asked to resign from any job? (A "yes" answer will not necessarily disqualify you from employment) _____

If yes, please give details: _____

Do you presently have a valid South Carolina Driver's License? _____

Do you presently possess a Driver's License from another state? _____

If yes, please indicate the licensing state(s). _____

Are your driving privileges presently restricted or limited in any way by the licensing state(s)?

_____ If yes, please provide details: _____

Have your driving privileges ever been restricted or limited in any way by the licensing state(s)?

_____ If yes, please provide details: _____

Have you used an illegal drug in the past 30 days? _____

Applicants for a position as a Sworn Police Officer must answer the following questions.

Are you currently subject to a restraining order? (A "yes" answer will not necessarily disqualify you from employment.) _____

If yes, please give details: _____

Have you ever been convicted of a misdemeanor or felony crime of domestic violence? _____

If yes, please give details: _____

EDUCATION AND TRAINING

	Name and Location	Level Completed	Degree	Dates
High School				
Business/Tech.				
College				
Graduate				

Please list professional licenses, certifications, and professional memberships: _____

Please list any special training: _____

EMPLOYMENT HISTORY

Please set forth your employment history for the past fifteen years beginning with your most recent employer. Fully account for all periods of unemployment. [Use separate sheet(s) of paper if necessary.]

Employer _____
Address _____
Phone Number ____ (____) _____
Job Title(s) _____
Explanation of Duties _____
Beginning and Ending Dates of Employment _____
Supervisor's Name and Title _____
Reason(s) for Leaving _____

Employer _____
Address _____
Phone Number ____ (____) _____
Job Title(s) _____
Explanation of Duties _____
Beginning and Ending Dates of Employment _____
Supervisor's Name and Title _____
Reason(s) for Leaving _____

Employer _____
Address _____
Phone Number ____ (____) _____ Job Title(s) _____

Explanation of Duties _____
Beginning and Ending Dates of Employment _____
Supervisor's Name and Title _____
Reason(s) for Leaving _____

Employer _____
Address _____
Phone Number ____ (____) _____ Job Title(s) _____

Explanation of Duties _____
Beginning and Ending Dates of Employment _____
Supervisor's Name and Title _____
Reason(s) for Leaving _____

Employer _____
Address _____
Phone Number ____ (____) _____ Job Title(s) _____

Explanation of Duties _____
Beginning and Ending Dates of Employment _____
Supervisor's Name and Title _____
Reason(s) for Leaving _____

PERSONAL REFERENCES

Please list three (3) personal references (other than relatives and former employers)

	Name	Address	Phone	Occupation
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

APPLICANT'S CERTIFICATION AND AGREEMENT

My signature below certifies that the foregoing statements are true and complete to the best of my knowledge and belief. I hereby authorize the verification of all information set forth in this application for employment. I also authorize the review of my credit history, review of my criminal record (if any), and any other inquiries which may be necessary in arriving at an employment decision. I understand that any false, incomplete, or misleading information will be grounds for rejection of this application or, if subsequently discovered, grounds for termination. I understand that any employment will be "at will," which means that I may terminate the employment relationship at any time, with or without notice or cause, and that the employer retains the same rights.

Applicant's Signature:

Date:

