

## SIERRA COUNTY EMPLOYMENT APPLICATION

Please provide complete and legible information. An incomplete application may affect your consideration for employment. If necessary, attach a separate sheet for additional information.

Sierra County is committed to a policy of Equal Employment Opportunity and will not discriminate against an applicant or employee on the basis of age, sex, sexual orientation, gender identity, race, color, creed, religion, ethnicity, pregnancy, childbirth or related conditions, genetic condition, national origin, citizenship, disability, marital status, military status, or any other legally-recognized protected basis under federal, state, or local laws, regulations, or ordinances.

Applicants with disabilities may be entitled to reasonable accommodation. A reasonable accommodation is a change in the way things are normally done that will ensure an equal employment opportunity without imposing an undue hardship on Sierra County. If you are an applicant with a disability, please inform the department in which you are applying if you need assistance completing any forms or to otherwise participate in the application process.

Instructions:

A separate application must be completed for each Sierra County position for which you are applying. Supplementary information may be required by some departments. You may attach a résumé; however, you must also fully complete the application.

Sierra County does not have a Personnel Department. Please send the completed application directly to the department with which you are applying. Addresses can be found on the internet at <a href="https://www.sierracounty.ca.gov">www.sierracounty.ca.gov</a>.

-	rtment:					
1.	First Name	Middle	Last Name	l Name		
	Address Mailing	City	State	State		
	Physical Address if Different	Cit	y	State	Zip	
	Telephone					



2.	If you have ever been known by any other name, please list name(s).  Have you previously worked for Sierra County?   Yes   No				
3.					
	If yes, when?				
4.	Are you legally authorized to work in the United States?				
	(If hired, verification will be required consistent with federal law.)				
5.	Are you at least 18 years old?				
	(If you are not at least 18 years old, you will be required to provide a valid work permit if hired.)				
6.	How were you referred to the County?				
7.	During the past, have you ever been discharged, suspended, or asked to resign from any position or have you resigned knowing that you were going to be fired if you did not quit?  Yes No				
	If "Yes", please explain.				
8.	Essential Duties				
	Please review the "Essential Duties" of the position for which you are applying, listed on the Recruitment Announcement. Are you able to perform the essential duties, with or without reasonable accommodation?   Yes  No				
9.	Have you previously worked for CalPERS, CalSTRS, or other California government entity?  Yes No If yes, when?				

## **EDUCATION AND EXPERIENCE**

Please read the requirements section on the Recruitment Announcement before filling out this portion.

10.	Educ	catior
10.	Educ	cation

Name and Location of High School			Diploma		
			GED		
			041		
			Other		
Name and Location of	Course of Study	Semo	ester	Quarter	Type of Degree
College or University	or Major	Units	3	Units	Received
Business, Correspondence	e, Trade or Service		Cours	e of study	
School Name and Locatio	n				
List any current work-rela					
		clude	dates of	f completion	n if requested on the Recruitme
Announcement and releva	ant to the position)				



References: Please list three professional references who are not related to you by blood or marriage. Name: Address: **Phone Number:** 12. Experience: Begin with your most recent experience. List all employment for previous 10 years. Give details on the experience that you believe meets the entrance requirements for the position. Also, list any volunteer experience that you believe helps you meet the requirements of the position for which you are applying. Show actual time (number of hours per week) spent in such experience. Attach sheets if additional space is needed. **Period of Employment Job Classification and Most Important Employer Information Duties Performed** From: / / Job Title: \_\_\_\_\_ Name and Address of Last Employer: Number of People Supervised: Total: Job Duties: Years Months \_ Hours Per Week: Name of Supervisor: From: / / Job Title: \_\_\_\_\_ Name and Address of Last Employer: To: \_ Number of People Supervised: Total: Job Duties: Years Hours Per Week: Name of Supervisor: From: / / Job Title: \_\_\_ Name and Address of Last Employer: Number of People Supervised: Total: Job Duties: Years Months \_\_\_\_ Hours Per Week: \_\_\_\_\_ Name of Supervisor:

11.

I have disclosed all information that is relevant and should be considered candidacy for employment.	lered applicable to my
	Initials
I understand, where permissible under applicable law, I may be sub- receiving a conditional offer of employment, and must receive a nega- permitted to commence work with the County.	
	Initials
I understand, where permissible under applicable law, I may be examination after receiving a conditional offer of employment, qualifications for the position, with or without reasonable accompermitted to commence work with the County.	and must meet the
	Initials
I authorize the County and its representatives to contact my prior empthe purpose of verification of the information I have supplied and liability resulting from the information released. I authorize employe persons named on this application to provide any information or trans	release same from any ers, schools, and other
	Initials
I understand employment with the County is contingent on my documentation necessary to establish my identity and eligibility to wo	
	Initials
I understand that no representation, whether oral or written, by any rethe County, at any time, can constitute an implied or expressed confurther understand no representative or agent of the County has the agreement for employment for any specified period of time or to molicy, procedure, benefit, or other terms or condition of employment signed by the or his/her authorized represent	ntract of employment. I nuthority to enter into an lake any change in any lyment other than in a
	Initials
I certify, under penalty of perjury, that all of the above information is tunderstand that any falsification or material omission of information employment or, if hired, may result in termination regardless of discovery.	may result in denial of
	Initials
I understand an offer of employment is conditioned upon complying requirements including, but not limited to, signing any requested co conduct an investigation or obtain a report about my background.	



For job applicants applying for a management or mid management position please read and sigh the statement below		
I expressly understand and agree that either the County or I may terminate my employmen relationship with the County at any time, with or without cause or notice.		
	Initials	
MY SIGNATURE IS EVIDENCE I HAVE READ AND AGREE WITH THE	ABOVE STATEMENTS.	
Signature:	Date:	

