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| Duval County Appraisal District 100 W Gravis  PO Box 809  San Diego, Texas 78384  (361) 279-3305 | | | **APPLICATION FOR EMPLOYMENT DUVAL COUNTY APPRAISAL DISTRICT** | | | | | |
| **Position for which Applying: Indicate your lowest acceptable salary: $ per**  **Date available for Work:** | | | | | | | | |
| **Applicant Information** | | | | | | | | |
| Name (Last, First, Middle) | | | | | | Telephone number (area code and number) Daytime ( ) Cell ( ) | | |
| Physical Home Address (number, street, city, state and zip) | | | | | | | | |
| Social Security Number | | Texas Driver’s License Number or government issued identification (**legible copy must be attached**) | | | | | | |
| **Education and Training** | | | | | | | | |
| Name of School | City, State | | | Years Attended | | | Major/Minor | Diploma or Degree |
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| List any other training, qualities, or attributes you consider relevant, including office held, honors, professional memberships, licenses, etc. | | | | | | | | |
| **Employment History** | | | | | | | | |
| **Provide Employment History for the last 3 years. Attach additional sheets if necessary. You may attach a resume but this section must be completed in full.** | | | | | | | | |
| **Present/Most Recent Employer** | | | | | Position | | | |
| Address | | | | | Dates Employed (From month/year to month/year) | | | |
| Telephone number | | | | | Reason for Leaving | | | |
| Summary of Duties | | | | | | | | |
| **Previous Employer** | | | | | Position | | | |
| Address | | | | | Dates Employed (From month/year to month/year) | | | |
| Telephone number | | | | | Reason for Leaving | | | |
| Summary of Duties | | | | | | | | |
| **Previous Employer** | | | | | Position | | | |
| Address | | | | | Dates Employed (From month/year to month/year) | | | |
| Telephone number | | | | | Reason for Leaving | | | |
| Summary of Duties | | | | | | | | |



Last, First, Middle Name

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| **Please read carefully and answer all questions** | | |
| 1. Have you been dismissed or asked to resign from an employer within the last 5 years? | Yes | No |
| 2. Is your driver’s license currently suspended or revoked? | Yes | No |
| 3. Are you presently under indictment or have previously been convicted of a felony or a misdemeanor? | Yes | No |
| 4. Is anyone who is related to you by blood or marriage employed by the Duval County Appraisal District? | Yes | No |
| 5. Do you have any objection to our calling your current or previous employer about your qualifications and  work record? | Yes | No |
| 6. Are you a U.S. Citizen? | Yes | No |
| If you answered **No** to Question 6, are you eligible to be employed under a visa or entry permit? | Yes | No |
| **Authorization for Release of Information** | | |
| As part of our hiring background and investigation process, we may obtain, where permitted, one or more reports and other information about you, including your background, employment history, academic and/or professional credentials and driving history.  I hereby authorize any investigator or duly accredited representative of Duval County Appraisal District bearing this release to obtain any information from schools, residential management agents, employers, criminal justice agencies, or individuals, relating to my activities. This information may include, but is not limited to, academic, residential, achievement, performance, attendance, personal history, disciplinary, arrest, and conviction records. I hereby direct you to release such information upon request of the bearer. I understand that the information released is for official use by Duval County Appraisal District.  I hereby release any individual, including record custodians, from any and all liability for damages of whatever kind or nature, which may at any time result to me on account of compliance, or any attempts to comply, with this authorization.    Date Signature  Printed Name (Last, First, Middle) | | |
| **Important – Please read carefully before you sign below** | | |
| If you are selected for final consideration for employment you will be required to submit to, and pass a pre-employment Drug Test. Failure to submit and pass will result in rejection of the application.  Applicants offered employment must furnish satisfactory proof of valid driver’s license and social security.    Date Signature  Printed Name (Last, First, Middle) | | |