

# FAIRFIELD COUNTY

## APPLICATION FOR EMPLOYMENT

DATE \_\_\_\_\_ Social Security No. \_\_\_\_\_

NAME \_\_\_\_\_  
LAST FIRST MIDDLE OR MAIDEN

ADDRESS \_\_\_\_\_  
STREET CITY STATE ZIP CODE

Telephone No. \_\_\_\_\_

Position For Which Applying. \_\_\_\_\_ Date Available: \_\_\_\_\_

Will You Accept: Temporary Work **YES NO** / Part Time Work **YES NO**  
 (Acceptance or refusal of Temporary or Part-Time work will not affect your consideration for other appointments).

Have you ever been convicted of an offense against the law or are you now undercharges for any offense against the law? You may omit (1) Traffic Violations for which you paid a fine of \$50.00 or less; and (2) any offense committed before your 21st birthday which was finally adjudicated in a Juvenile Court or under a Youth Offender Law.

**YES NO** (If your answer is YES, give details on a separate sheet).

**NOTE: A CONVICTION DOES NOT AUTOMATICALLY MEAN YOU CANNOT BE APPOINTED. WHAT YOU WERE CONVICTED OF AND HOW RECENTLY WILL BE EVALUATED IN RELATION TO THE POSITION FOR WHICH YOU ARE APPLYING.**

### Employment History

(Start with your present position and work backwards. Account for periods of unemployment in separate blocks in order). May inquiry be made of your present employer regarding your

Character, Qualifications, and Record of Employment? **YES NO**  
 (Answering NO answer will not affect your consideration for employment).

DATES OF EMPLOYMENT (Month and Year) -	FROM	TO	EXACT TITLE or POSITION	NUMBER OF EMPLOYEES SUPERVISED
EMPLOYING FIRM				SALARY OR EARNINGS
ADDRESS				
CITY	STATE	ZIP CODE		STARTING PER
				ENDING PER
PHONE NO.	AVERAGE HOURS PER WEEK —			

NAME OF IMMEDIATE SUPERVISOR: \_\_\_\_\_

REASON FOR WANTING TO LEAVE: \_\_\_\_\_

DUTIES - RESPONSIBILITIES: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATES OF EMPLOYMENT (Month and Year) - FROM TO		EXACT TITLE or POSITION	NUMBER OF EMPLOYEES SUPERVISED
EMPLOYING FIRM		SALARY OR EARNINGS	
ADDRESS		STARTING	PER
CITY	STATE	ENDING	PER
PHONE NO.	AVERAGE HOURS PER WEEK —		

NAME OF IMMEDIATE SUPERVISOR:

REASON FOR WANTING TO LEAVE:

DUTIES - RESPONSIBILITIES:

DATES OF EMPLOYMENT (Month and Year) - FROM TO		EXACT TITLE or POSITION	NUMBER OF EMPLOYEES SUPERVISED
EMPLOYING FIRM		SALARY OR EARNINGS	
ADDRESS		STARTING	PER
CITY	STATE	ENDING	PER
PHONE NO.	AVERAGE HOURS PER WEEK —		

NAME OF IMMEDIATE SUPERVISOR:

REASON FOR WANTING TO LEAVE:

DUTIES - RESPONSIBILITIES:

DATES OF EMPLOYMENT (Month and Year) - FROM TO		EXACT TITLE or POSITION	NUMBER OF EMPLOYEES SUPERVISED
EMPLOYING FIRM		SALARY OR EARNINGS	
ADDRESS		STARTING	PER
CITY	STATE	ENDING	PER
PHONE NO.	AVERAGE HOURS PER WEEK —		

NAME OF IMMEDIATE SUPERVISOR:

REASON FOR WANTING TO LEAVE:

DUTIES - RESPONSIBILITIES:



**REFERENCES:** List three persons who are not related to you and who have knowledge of your qualifications for the position(s) for which you are applying, such as former co-workers, teachers, etc. DO NOT repeat names of Supervisors listed under employment history.-

NAME	BUSINESS OR HOME ADDRESS	BUSINESS OR OCCUPATION

I CERTIFY THAT ALL OF THE STATEMENTS MADE IN THIS APPLICATION ARE TRUE, COMPLETE, AND CORRECT, TO THE BEST OF MY KNOWLEDGE AND BELIEF AND ARE MADE IN GOOD FAITH. I UNDERSTAND THAT FALSE INFORMATION MAY BE GROUNDS FOR REJECTION OF MY APPLICATION.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**FAIRFIELD COUNTY ADMINISTRATION  
350 COLUMBIA ROAD  
POST OFFICE DRAWER 60  
WINNSBORO, SOUTH CAROLINA 29180  
(803) 635-1415**

***RELEASE OF INFORMATION AUTHORIZATION FORM***

Please sign the following release of information authorization form:

Authorization is hereby given to investigate my records with past employers, schools, activities, police and FBI records.

I, \_\_\_\_\_ hereby release all  
First Middle/Maiden Last

Sources from all liability.

Please complete:

Date of Birth: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Driver License (State Issued): \_\_\_\_\_

Driver License (Number): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Date

