



APPLICATION FOR EMPLOYMENT

BEFORE FILLING OUT THIS APPLICATION PLEASE READ IT OVER CAREFULLY. ANSWER EACH QUESTION AND EXPLAIN EACH ANSWER IN AS MUCH DETAIL AS POSSIBLE.

IF YOU HAVE A QUESTION OR NEED ASSISTANCE IN FILLING OUT THE APPLICATION WE WILL HELP YOU.

WE CONSIDER APPLICANTS FOR ALL POSITIONS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN OR ANY OTHER LEGALLY PROTECTED STATUS.

Position(s) applied for _____

Date of application _____

Name _____
First Middle Last

Address _____
Number Street/Road City State Zip

Telephone () _____ Social Security Number _____

Who referred you to apply here? _____

Can you furnish proof of citizenship or Immigration Status? YES NO

If employed and under age 18, can you furnish a work permit? YES NO

On what date would you be available to work? _____

Have you been convicted of a crime? YES NO

If yes, give offense(s) convicted and date of conviction _____

If considered for employment would you consent to a criminal history records check and have those records released to the Bartow County Personnel Office? YES NO

If yes, please sign _____ Date _____

If considered for employment would you consent to a pre-employment drug screen analysis at our expense and to have the results of that analysis released to the Bartow County Personnel Office? YES NO

If yes, please sign _____ Date _____

EDUCATION

Elementary School Name

Years Completed

4

5

6

7

8

High School Name

Years Completed

9

10

11

12

College/University Name

Years Completed

1

2

3

4

Major

Minor

Graduate School Name

Type of Degree

Vocational/Technical School Name

Course of Study

Is there any other information you feel may be helpful in considering your application?

Give name, address and telephone number of three references who are not previous employers.

**APPLICANT'S STATEMENT
AND
EMPLOYMENT APPLICATION DISCLAIMER**

I certify that all answers given herein are true and correct to the best of my knowledge.

I authorize investigation of all statements contained in this application for employment.

I UNDERSTAND THAT IF I AM EMPLOYED, THAT MY EMPLOYMENT IS FOR AN INDEFINITE PERIOD OF TIME AND THAT I MAY TERMINATE OR THAT BARTOW COUNTY MAY TERMINATE MY EMPLOYMENT AT ANY TIME, FOR ANY REASON, OR FOR NO REASON. I UNDERSTAND THAT ANY STATEMENTS TO THE CONTRARY, WRITTEN, VERBAL OR IMPLIED, ARE DISAVOWED BY BARTOW COUNTY GOVERNMENT AND CAN NOT BE RELIED UPON.

I further understand that in the event of employment, that false or misleading informaton given in this application or my interview(s) may result in discharge, and that I am required to abide by all rules and regulations of the employer.

This application for employment shall be considered active for a period of time not to exceed 30 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

Signature of Applicant

Date

PERSONNEL USE ONLY

Date Interviewed _____

Position Interviewed for _____

Interviewed by _____

NOTES:

BARTOW COUNTY SHERIFF'S OFFICE

104 ZENA DRIVE * P.O. BOX 476 * CARTERSVILLE, GEORGIA 30121

PHONE: 770-382-5050 * FAX: 678-721-3206

CLARK MILLSAP, SHERIFF



Background Investigation Form

I hereby authorize: _____
to receive any Georgia or III criminal history record information pertaining to me, as
authorized under state and federal law for individuals seeking employment with a criminal
justice agency.

Full Name (Print):

Address

Sex

Race

Date of Birth

Social Security Number

Signature

Date

Special employment provisions (Check if applicable):

- Employment with criminal justice agency – CIVILIAN (Purpose code "J")
- Employment with criminal justice agency – P.O.S.T. certified (Purpose code "Z")

One of the following must be checked:

- This authorization is valid for 90 / 180 / _____ (Circle one) days from the date of signature.
- I, _____, give consent to the above named to perform periodic criminal history background checks for the duration of my employment with this company.