

LINN COUNTY ASSESSOR'S OFFICE EMPLOYMENT APPLICATION

Linn County Assessor's Office
 935 2nd Street S.W., Cedar Rapids, Iowa 52404-2100
 (319) 892-5220 Office (319) 892-5239 Fax

PLEASE USE INK OR TYPE

BE SURE TO SIGN THIS APPLICATION ON BACK

PERSONAL	Name (Last, First, Middle)		Social Security Number	
	Number and Street			
	City, State, Zip Code			
	Daytime Phone Number	Home Phone	Are you 18 years old or older? Yes No	
	Do you object to inquiry of your present or past employers for work reference? Yes No			
If you have answered yes to any of the above questions, please explain (A "Yes" answer does not bar you from consideration for employment with Linn County.) _____ _____ _____ _____				

Last Name:

WORK SOUGHT	Position(s) you are applying for:		Are you interested in:	
	1.		Full Time	Yes No
	2.		Part Time	Yes No
	3.		Temporary	Yes No
	4.		On what date would you be available for work? _____	
Please indicate how you found out about this opening:				
County Employee		Posting on Bulletin Board	Internet	
DES Work Force Center		Contacted County on Own	Job Line	
Newspaper, Private Employment Agency, or other source: (Indicate here) _____				

First Name:

TRAINING	Institution (Name, City, State)	Course or Major	Highest Grade Completed Certificate or Degree
	High School: (or indicate if you have a G.E.D.)		
	College:		
	Business, Trade, Apprenticeship, Correspondence, Military, other:		
	If applicable:	Driver's License	Commercial Driver's License

Middle Name:

Date:

LINN COUNTY ASSESSOR IS AN EQUAL OPPORTUNITY EMPLOYER

EMPLOYMENT	List all employment for past ten years, beginning with the most recent.				
	Employer	Address/Phone	Salary	From (mo/yr)	To (mo/yr)
			\$ per		
	Job Title	Supervisor's Name	Reasons for Leaving		
	Describe Major Job Duties:				
	Employer	Address/Phone	Salary	From (mo/yr)	To (mo/yr)
			\$ per		
	Job Title	Supervisor's Name	Reasons for Leaving		
	Describe Major Job Duties:				
	Employer	Address/Phone	Salary	From (mo/yr)	To (mo/yr)
			\$ per		
	Job Title	Supervisor's Name	Reasons for Leaving		
	Describe Major Job Duties:				
	Employer	Address/Phone	Salary	From (mo/yr)	To (mo/yr)
			\$ per		
Job Title	Supervisor's Name	Reasons for Leaving			
Describe Major Job Duties:					
U.S. Military Service Branch/Rank	Dates:	Specialty (Training Received)			
	From To				

List any other information, skills, special training, or experience that would apply to the performance of the position for which you are applying.

The facts set forth above in my application for employment are true and complete. I authorize my former employers and educational institutions to give any information they may have regarding me, unless otherwise specified. I also hereby release them and their organizations from all liability for any damage whatsoever for issuing this information. I understand that if employed, false statements or omission of information requested on this application shall be considered sufficient cause for dismissal.

Signature

FOR OFFICE AND/OR INTERVIEWER USE ONLY:

- | | |
|---|--|
| <ul style="list-style-type: none"> 1. Interview, no offer 2. Interview, offer, hired 3. Interview, offer, offer rejected 4. No Interview, unable to contact | <ul style="list-style-type: none"> 5. No Interview, no longer available/interested 6. No Interview, does not meet minimum qualifications 7. Other |
|---|--|

VOLUNTARY APPLICANT CHARACTERISTIC SURVEY

Linn County Assessor's Office

TO ALL APPLICANTS:

The Linn County Assessor's Office, Iowa has an Affirmative Action Program in effect and we are asking each applicant to VOLUNTARILY give the following information. This information is for statistical purposes only and is not submitted to the individual(s) responsible for interviewing and hiring. Your response to the following questions will not affect you as an applicant for employment with Linn County Assessor's Office, Iowa.

Thank you for your cooperation in helping Linn County Assessor's Office maintain equal employment opportunities.

INSTRUCTIONS:

Date _____

Please check the appropriate space in each question below.

A. Male _____ Female _____

B. Of which ethnic/racial group do you consider yourself a member?

White _____ American Indian _____ Hispanic _____

Black _____ Asian American _____

According to the Immigration Reform and Control Act of 1986, Linn County Assessor's Office will only hire United States citizens and aliens lawfully authorized to work in the United States.