



HABERSHAM COUNTY GOVERNMENT EMPLOYMENT APPLICATION*

Habersham County is a drug-free workplace

HUMAN RESOURCES DEPARTMENT
130 Jacob's Way, Suite 303, Clarkesville, GA 30523
Telephone: (706) 839-0214 - Fax: (706) 839-0219

Active for 30 days unless otherwise notified

Date Applied:

Name: (Last)	(First)	(MI)	Phone Number: () () ()
Street Address: (City)	(State)	(Zip)	Years at Address:

Name of Job Applying for:

Are you available to work any time of the day? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you available to work any day of the week? <input type="checkbox"/> Yes <input type="checkbox"/> No	Former County Employee? <input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

Department/Division	Job Title & Duties	From	To
---------------------	--------------------	------	----

Relatives working for the Habersham County Government - Names and Relationship:

How did you learn of this available position? Walk-In Internet Explain:
 Please Check Newspaper Other

Are you authorized to work in the United States? Yes No

Note: If offered employment you will be required to provide documentation to verify employment eligibility. Failure to provide the requested documentation may result in a determination that the applicant is ineligible for employment in the United States.

List Licenses/Certificates Related to Position Applied for:

Have you ever been convicted for violating any law? Yes No A yes will not necessarily disqualify you from employment
 If Yes, Please Explain:

MUST POSSESS A VALID DRIVER'S LICENSES. PLEASE COMPLETE THE FOLLOWING

Possess A Valid Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No	Good Driving Record? <input type="checkbox"/> Yes <input type="checkbox"/> No	Driver's License No.	Driver's License Class/Endorsements
---	--	----------------------	-------------------------------------

UNITED STATES MILITARY HISTORY

Branch	Date Entered	Date Discharged	Type of Discharge	Highest Rank Attained and Unit
--------	--------------	-----------------	-------------------	--------------------------------

INDICATE SPECIFIC SKILLS ACQUIRED IN THE UNITED STATES ARMED FORCES:

EDUCATIONAL HISTORY

Name	Location	Circle the highest grade completed	Graduated?
High School		7 8 9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No
Trade (or Apprentices) School		From	To
College or Business School		From To	Hrs. Earned Major Degree Earned

EDUCATIONAL HISTORY CONTINUED

Describe special vocational or business courses you have taken which relate to the job for which you are applying

* The Habersham County Government is an equal opportunity employer and provides fair and equal employment opportunities to all applicants for employment and employees without regard to race, color, religion, natural origin, citizenship status, age, sex, disability, veteran's status, or political affiliation.

