



WORK HISTORY

Present and Previous Employers	From	To	Salary	Position	Reason for leaving

May we communicate with your present employer? \_\_\_\_\_

Supply any other name you use that may be pertinent to checking employment and references. \_\_\_\_\_

REFERENCES: Employment, School and Character References (Other than relatives)

NAME	ADDRESS	PHONE NO.

**Applying for: (check one)**

\_\_\_\_\_ Permanent position; \_\_\_\_\_ Summer only; \_\_\_\_\_ Next regular session of the Legislature

**ADDITIONAL INFORMATION:**

1. Are you legally authorized to work In the United States? YES ( ) NO ( )
2. Have you ever held a position of trust, such as handling money or confidential material? YES ( ) NO ( )
3. Have you had a valid driver's license for two (2) years prior to the date of this application? YES ( ) NO ( )
4. Has your driver's license ever been revoked or suspended?  
If yes, explain: YES ( ) NO ( )
5. Have you ever been convicted of a misdemeanor crime?  
If yes, explain: YES ( ) NO ( )
6. Have you ever been convicted for domestic violence? YES ( ) NO ( )
7. Have you ever been convicted of a felony crime? YES ( ) NO ( )
8. Have you ever been convicted of a traffic violation? Include moving and non-moving offenses.  
If yes, explain: YES ( ) NO ( )
9. Are you currently using illegal drugs? YES ( ) NO ( )
10. Have you applied for a similar position at another agency?  
If yes, where: YES ( ) NO ( )

Answering in the affirmative to questions 4 through 9 does not automatically disqualify you from consideration for employment.

Before a person is employed, entries made in his/her application are verified and a careful and complete character investigation is conducted. You may use this space to explain any irregularities that may be disclosed by our investigations.

## CERTIFICATION

I attest to the accuracy and truthfulness of the information provided. I understand that any misstatement of material facts will be grounds for disqualifying me from further consideration in the selection process, or, if hired, grounds for discharge. I further understand that consideration for employment is conditioned upon the results of a reference check and a criminal background check, and that the Joint Committee on Government and Finance ("JCGF") is authorized to investigate all statements made by me on the application, to contact former employers and references and to advise contacted persons that they may respond to questions. I hereby release all such persons from any liability of damage resulting from such information.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between JCGF and myself for either employment or for the providing of any benefit. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon JCGF. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and JCGF retains the same right.

I understand that if employed, policies and rules which are issued are not conditions of employment and that the employer may revise policies or procedures, in whole or in part, at any time.

I understand that this application will be retained for one year upon receipt, or after taking action on the application, whichever is later, after which time I would have to re-apply in accordance with established JCGF procedures.

I authorize investigation of all statements contained in this application.

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Date

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Applicant's signature