

D.L.# \_\_\_\_\_  
State \_\_\_\_\_

# PRESIDIO COUNTY SHERIFF'S OFFICE

DANNY C. DOMINGUEZ  
SHERIFF

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

## APPLICATION FOR EMPLOYMENT

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We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status.

(PLEASE PRINT USING BLACK INK)

Position(s) Applied For	Date of Application	Date of Birth
How Did You Learn About Us? <input type="checkbox"/> Advertisement <input type="checkbox"/> Friend <input type="checkbox"/> Inquiry <input type="checkbox"/> Relative <input type="checkbox"/> Other _____		
Last Name _____ First Name _____ Middle Name _____		
Address _____ City _____ State _____ Zip Code _____		
Telephone Number(s) _____		Social Security Number / /
Best time to contact you at home is: _____ : _____ a.m / p.m.		
Have you ever filed an application with us before? If Yes, give date _____	Yes	No
Have you ever been employed with us before? If Yes, give date _____	Yes	No
Do any of your friends or relatives other than spouse, work here? If Yes, state name, relationship and department _____	Yes	No
Are you currently employed?	Yes	No
May we contact your present employer?	Yes	No
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? <i>Proof of citizenship or immigration status will be required upon employment.</i>	Yes	No
Are you currently on "lay-off" status and subject to recall?	Yes	No
Can you travel if a job requires it?	Yes	No
Are you related to any inmate currently in the Presidio County Jail or Texas Department of Corrections? If Yes, list name TDCJ #, relationship & unit _____	Yes	No
Date available to work ____ / ____ / ____		
What is your desired salary range? _____		
Are you available to work:	Full Time (please indicate 1 2 3 shift) Part Time (please indicate Mornings Afternoon Evenings)	
When answering the following questions, include DWI and DUI charges or convictions. <b>DO NOT INCLUDE</b> : (1) Any violation of law committed before your 17 <sup>th</sup> birthday, if the final decision was made in juvenile court or under a youth offender law; (2) Any conviction whose record was expunged under Federal or State Law; (3) Traffic violations, except DWI and DUI, as noted above.		
Have you ever been arrested OR convicted of a crime? (For our purpose, conviction also includes deferred adjudication, paid fine, or placed on probation.) If Yes, include those that may not appear on record at this time and provide the following.	Yes	No

	Felony Convictions	Misdemeanor Convictions
When		
Where		
Charge		
Results of Charge		

Do you have any criminal charges pending? If Yes, explain _____	Yes	No
Are you or have you been on probation (adjudicated or un-adjudicated) or parole? If Yes, explain _____	Yes	No
Have you ever forfeited collateral as a result of being charged with a criminal act? If Yes, explain _____	Yes	No
Are you taking any prescription medication or drugs? If Yes, list _____	Yes	No

**EDUCATION**

School	Name and Address of School	Course of Study	Years Completed	Diploma/ Degree
High School				
Undergraduate College				
Graduate / Professional				
Other (specify)				

**WORK EXPERIENCE:** Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer	Dates	Employed	Work Performed
Address	From	To	
Telephone Number(s)			
Starting/Present job Title	Hourly rate	Salary	
Supervisor	Starting	Final	
Reason For Leaving			May we contact <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer	Dates	Employed	Work Performed
Address	From	To	
Telephone Number(s)			
Starting/Present job Title	Hourly rate	Salary	
Supervisor	Starting	Final	
Reason For Leaving			May we contact <input type="checkbox"/> Yes <input type="checkbox"/> No
Employer	Dates	Employed	Work Performed
Address	From	To	
Telephone Number(s)			
Starting/Present job Title	Hourly rate	Salary	
Supervisor	Starting	Final	
Reason For Leaving			May we contact <input type="checkbox"/> Yes <input type="checkbox"/> No

Employer	Dates	Employed	Work Performed			
Address	From	To				
Telephone Number(s)						
Starting/Present job Title	Hourly rate	Salary				
Supervisor	Starting	Final				
Reason For Leaving			May we contact		Yes	No

Comments: Include explanation of any gaps in employment,

Have you ever served in the armed services?  
If Yes, see required documents.

Yes  No

Branch of Service	Date Entered	Date Discharged	Character of Service	Final Rank

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any job-related training receive in the United States military.

List professional, trade, business or civic activities on offices held.

ADDITIONAL INFORMATION Other Qualifications (*Summarize special job-related skills and qualifications acquired from employment or other experince,*

SPECIALIZED SKILLS (*Skills/ Equipment Operated*)

Terminal	Spreadsheet	Production / Mobile Machinery (List)	Other (list)
PC / Mac	Word Processing		
Typewriter	Shorthand		
WPM	WPM		

State any additional information you feel may be helpful to us in considering your application.

PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at later date.

I authorize Presidio County to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquires in connection with this application for employment. If requested, I agree to submit a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment.

I understand that staff employees of Presidio County serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States, to file a State security questionnaire and State loyalty oath and to comply with company and departmental regulations. I understand that if employed on a temporary basis, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. If employed on a regular, benefits-eligible basis, I understand that I would be required to make mandatory contributions to the Presidio County Retirement System or to an optional retirement program, if applicable. I understand that any benefits I receive may subject to change or discontinuation at any time without prior notice. I understand that the first THREE MONTHS of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion and during which I may be terminated without right of appeal.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_