



# Prowers County Employment Application

Prowers County is an equal opportunity employer and will consider all applicants for all positions without regard to race, color, religion, creed, gender or sex, national origin, age, disability, marital or veteran status, sexual orientation, political affiliation, or any other legally protected status. Submit the completed application to the Prowers County Administration Office, located at 301 South Main Street, Suite 215, Lamar, CO 81052, and may be reached at (719) 336-8025.

All questions marked with \* are required.

## **BASIC INFORMATION**

Full Name: \*

First Name

Middle Name

Last Name

Current Address: \*

Street

Street Line 2

City, State, Zip

Contact Information: \*

Email Address

Phone Number

LinkedIn (Not required)

To which open position(s) are you applying? \*

\*\*Please note that Prowers County DHS has separate employment applications that can be found on the Prowers County Employment webpage.\*\*

## **EMPLOYMENT ELIGIBILITY QUESTIONS**

Are you able to complete an I-9 form verifying your employment eligibility? \*

Yes  No

Are you prevented from lawfully becoming employed in the United States because of visa or immigration status? \*

Yes  No

Have you ever been employed by Prowers County before? \*

Yes  No

If yes, please give the last date of employment:

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Are you currently employed? \*

Yes  No

If yes, may we contact your current employer?

Yes  No

Current employer name and phone number:

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Are you able to travel if the job requires it? \*

Yes  No

Are you capable of performing, with or without reasonable accommodation, the duties and activities involved in the job description as found on the Prowers County website? (If you have not received or reviewed a job description before completing this application, please request one from the Prowers County Administration Office.) \*

Yes  No

Available Start Date: \*

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Expected or requested rate of pay: \*

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**Please be aware that a criminal background check may be required for employment, which is allowable under CRS 8-2-130(4).**

## **EDUCATION**

What is your highest level of education completed? \*

- None
- High School Diploma or GED
- Some Undergraduate studies
- Undergraduate degree
- Some Graduate studies
- Graduate degree

Name of High School or Organization:

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Name of Undergraduate College/University:

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Undergraduate Degree and/or Major:

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Name of Graduate University:

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Type of Graduate Degree:

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## **EMPLOYMENT EXPERIENCE**

If you attach a current resume at the end of the application, you may skip this section. If you do not have a current resume, please complete the section below starting with your present or more recent job. You may include job-related military service and volunteer activities.

\*\*You may exclude organizations which may indicate your race, color, religion, creed, gender or sex, national origin, age, disability, marital or veteran status, sexual orientation, political affiliation, or any other legally protected status.

All ROAD AND BRIDGE driver applicants must provide information on all employers during the preceding three (3) years, including full address. Commercial motor vehicle driver applicants must further provide an additional seven (7) years' information those employers for whom the applicant operated commercial vehicles. This includes vehicles having GVWR over 26,001 lbs or more, vehicles designed to move 16 passengers or more, or any size vehicle used to transport hazardous materials in a quantity requiring placarding.

Job 1:

Employer

Address

Phone Number(s)

Dates employed

Job Title and Rate/Salary

Description of Work Performed

Reason for Leaving

Job 2:

Employer

Address

Phone Number(s)

Dates employed

Job Title and Rate/Salary

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Description of Work Performed

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Job 3:

Employer

Address

Phone Number(s)

Dates employed

Job Title and Rate/Salary

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Description of Work Performed

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Job 4:

Employer

Address

Phone Number(s)

Dates employed

Job Title and Rate/Salary

Description of Work Performed

Reason for Leaving

Job 5:

Employer

Address

Phone Number(s)

Dates employed

Job Title and Rate/Salary

Description of Work Performed

Reason for Leaving

## ADDITIONAL INFORMATION

Please describe any specialized training, apprenticeship experience, volunteer experience, US military training, extra-curricular activities, or other qualifications you believe might be relevant to the job. Please include any professional certificates you have earned and if you are fluent in any foreign languages.

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Please list any professional, trade, business, non-profit, or civic activities and/or offices you hold or have held. \*\*You may exclude membership or activities which may indicate your race, color, religion, creed, gender or sex, national origin, age, disability, marital or veteran status, sexual orientation, political affiliation, or any other legally protected status.

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

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## **ROAD AND BRIDGE APPLICANT SUPPLEMENTAL QUESTIONS**

ROAD AND BRIDGE APPLICANTS: For which of the listed jobs were you subject to Federal Motor Carrier Safety Regulations (FMCSRs)? The FMCSRs apply to anyone operating a motor vehicle on a highway in interstate commerce to transport passengers or property when the vehicle: (1) weighs or has a GVWR of 10,0001 pounds or more, (2) is designed or used to transport more than 8 passengers, OR (3) is of any size and is used to transport hazardous materials in a quantity requiring placarding.

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ROAD AND BRIDGE APPLICANTS: For which of the listed jobs were you designated as a safety-sensitive function in any DOT-regulated mode subject to the drug and alcohol testing requirements of 49 CFR Part 40?

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ROAD AND BRIDGE APPLICANTS: Please list all driver licenses and permits held in the last three (3) years. Include issuing state, license number, type, and expiration date.

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ROAD AND BRIDGE APPLICANTS: If you have ever been denied or revoked any license, permit, or privilege to operate a motor vehicle, please list and explain here.

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ROAD AND BRIDGE APPLICANTS: Do you have any experience driving any of the equipment listed below? Check all that apply and provide details including dates and miles driven:

- Straight Truck \_\_\_\_\_
- Tractor and Semi-trailer \_\_\_\_\_
- Tractor – Two Trailers \_\_\_\_\_
- Tractor – Three Trailers \_\_\_\_\_
- Motorcoach – More than 15 passengers \_\_\_\_\_
- Other \_\_\_\_\_

ROAD AND BRIDGE APPLICANTS: Please include with your application a detailed accident and traffic conviction record for the last 3 years.

## **REFERENCES**

Please provide at least 2 professional references and 1 personal reference. Include name, phone number, and how you know the person.

1. Professional Reference: \*

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2. Professional Reference: \*

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3. Personal Reference: \*

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4. Additional Reference:

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**Please attach a resume and/or cover letter if you have one.**

*Note that under the State of Colorado's Job Application Fairness Act, applicants may redact any information that identifies the individual's age, date of birth, or dates of attendance at or graduation from an educational institution in documents provided.*

## **PROWERS COUNTY SHERIFF'S OFFICE APPLICANTS:**

Please upload a recent photo of yourself. Please also contact the Prowers County Sheriff's Office at (719) 336-8050 in order to complete and sign an Authorization to Release Information and complete a background check.

**APPLICANT STATEMENT**

By signing below, I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. This application for employment shall be considered active for a period of time not to exceed 45 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. I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that an employee may resign at any time and an employer may discharge an employee at any time with or without cause. I further understand that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand that I am required to abide by all rules and regulations of the employer and the laws of the State of Colorado.

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Applicant Signature

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Date