

TARRANT COUNTY 9-1-1 DISTRICT

Employment Application



Tarrant County 9-1-1 District is an equal opportunity employer and makes employment decision without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, veteran status or disability. All questions on this application are solely directed toward determining applicant qualifications for specific job requirements and no question is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law.

APPLICANT INFORMATION

Last Name		First		M.I.		Date	
Street Address						Apartment/Unit #	
City				State		ZIP	
Phone				E-mail Address			
Date Available						Desired Salary	
Position Applied for							

POSITION REQUIREMENTS

Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been denied Security Clearance based on a background check?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain		
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain		
Are you able to work flexible hours based on service needs?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, explain		
Can you provide your own vehicle for transportation to and from job assignments?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, explain		
Do you have a valid Driver's License?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	State	Driver's License Number	

Education (Additional educational information should be added on a separate page)

High School				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other				Address			
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

APPLICABLE CERTIFICATIONS AND PROFESSIONAL CREDENTIALS

Please list all applicable certifications, licenses, or other professional acknowledgements

REFERENCES

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Please list three professional references.

Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

PREVIOUS EMPLOYMENT (LIST MOST RECENT FIRST)

Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
Company		Phone	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	

Additional previous employment should be added on a separate page.

MILITARY SERVICE

Branch	From	To
Rank at Discharge		
Duties Performed		

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment I understand that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. I further understand that false or misleading information in my application or interview may result in my release.

I understand that Tarrant County 9-1-1 requires a drug free workplace and I consent to compliance with this policy as a condition of employment.

I understand that, if a conditional offer of employment is extended, a full criminal history check based on finger print comparison will be completed and any offer of permanent employment is contingent upon confirmation by the CJIS Division of the Texas Department of Public Safety of my eligibility to work in secure areas where sensitive criminal justice information is processed.

Signature

Date

APPLICANT AUTHORIZATION FOR REFERENCE CHECK RELEASE:

I voluntarily consent to authorize Tarrant County 9-1-1 District or any of its officers, employees, or agents to check my references by contacting any person or entity whom they deem to be appropriate. I understand that questions may be asked about my educational background, work experience, achievements, wage history, performance, attendance, personal history, character, personality, disciplinary information and reason for separation from former employment.

I authorize persons, schools, my current employer if applicable, and previous employers and organizations contacted by Tarrant county 9-1-1 District to provide any relevant information regarding my current or previous employment and I release all persons, schools and/or employers of any and all claims for providing such information. It is expressly understood that any information given is to be used for the purpose of determining my acceptability for employment with Tarrant County 91-1 District.

I understand that misrepresentation or omission of facts may result in rejection of my application, or if hired, discipline up to and including dismissal.

Should I be extended a conditional offer of employment, I agree to submit to a fingerprint comparison of state and national Criminal History files for determination by the CJIS Division of the Texas Department of Public Safety of my eligibility to work in secure areas where sensitive criminal justice information is processed.

I also hereby release Tarrant Count 9-1-1 District from all liability for damages or claims—including but not limited to, defamation, interference with contract, and negligence—which may arise or result from any reference information gathered pursuant to this authorization.

Applicants Name: _____

Applicant's Signature: _____

Date of Authorization: _____