

## Lake County Property Appraiser Application For Employment

**PLEASE TYPE OR PRINT.** Answer all questions on this application completely and truthfully. Failure to do so may delay consideration for employment or result in loss of employment opportunities. All applicants shall be afforded equal employment opportunities regardless of race, color, age, gender, religious creed, national origin, disability status, marital status, or any other status protected by applicable law.

### PERSONAL INFORMATION

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

Name: \_\_\_\_\_  
Last First Middle

Present Address: \_\_\_\_\_  
Street City State

Permanent Address: \_\_\_\_\_  
Street City State

Phone No.: \_\_\_\_\_ Are you 18 years of age or older? \_\_\_\_\_

Non-U.S. Citizen Visa Type: \_\_\_\_\_ Expiration Date: Mo \_\_\_\_\_ Day \_\_\_\_\_ Yr \_\_\_\_\_

### EMPLOYMENT DESIRED

Position: \_\_\_\_\_ Date you can start: \_\_\_\_\_ Salary Desired: \_\_\_\_\_

Are you employed now? \_\_\_\_\_ If so, may we inquire of your present employer? \_\_\_\_\_

Ever applied to this office before? \_\_\_\_\_ When: \_\_\_\_\_

### EDUCATION

	Name and Location of School	Years Attended	Did you Graduate? Yes or No	Major Subject or Degree Attained
High School				
College				
Vocational or Business				
Other				

Subjects of Special Study or Research Work: \_\_\_\_\_

U.S. Military or Naval Service: \_\_\_\_\_ Rank: \_\_\_\_\_ Present Membership in National Guard or Reserves: \_\_\_\_\_

Activities and Organizations (Exclude those of which the name or character may reveal the race, color, religion or national origin of its participants):

**FORMER EMPLOYERS (This section must be completed whether or not a resume is attached)**

List below last four employers, starting with last one first

Date Employed (Month and Year)	Name and Address	Salary	Job Title/Position	Reason for Leaving
From: To:				
From: To:				
From: To:				
From: To:				

**SKILLS**

List any special knowledge, skills or abilities (i.e. computer software, equipment or job related concepts) that you possess.

Description:	Proficiency:
Description:	Proficiency:
Description:	Proficiency:
Other:	

**DRIVER'S LICENSE**

Complete this section ONLY if a driver's license is required for the position as advertised

Issuing State: \_\_\_\_\_ Type: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

List all traffic violations in the past three years: \_\_\_\_\_  
\_\_\_\_\_

Has your driver's license ever been revoked or suspended?  Yes  No If "YES", explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Why do you believe you are qualified for this position? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES**

Provide the names of three persons, not related to you, whom you have known at least one year.

	Name	Address	Business	Years Acquainted
1.	_____			
2.	_____			
3.	_____			

Have you ever been convicted of, or pled guilty or no contest to, a crime?  Yes  No. If yes, please specify below the nature of the offense for which you were charged, the date of your conviction / sentencing, the nature of the penalty imposed, including the dates of any imprisonment, and the city or county and state in which the criminal proceedings occurred.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In consideration for employment:

I understand any false answers or statements made by me on this application or any supplement thereto, or any false statements made to any representative of the Property Appraiser's office during the interview process, will be sufficient grounds for immediate discharge no matter when discovered.

I understand and agree that if hired by the Property Appraiser, my employment is for no definite period and regardless of the date of payment of my wages and salary I may be terminated at any time without previous notice or cause. I understand that no supervisor or other representative of the Property Appraiser has the authority to enter into any other formal or informal agreement for employment for any specified period of time.

I understand that the Property Appraiser may make a thorough investigation of my character, reputation, past employment and medical history. I authorize the giving and receiving of any such information requested by the Property Appraiser (including financial and credit records) and hereby relieve and release all former employers and their agents of any liability for any information they may give to the Property Appraiser. I hereby waive any rights or claims I may have, whether presently fully developed or not, against the Property Appraiser or its agents or deputies arising out of, or resulting from the release, authorized or unauthorized, of, the information received pursuant to or in connection with the Property Appraiser's handling, processing, or investigation of my application with the Property Appraiser's office.

I understand that, if employed by the Property Appraiser, a future potential employer may contact the Property Appraiser concerning my work record and my work performance at the Property Appraiser's office. I hereby consent to and authorize persons employed by the Property Appraiser's office to divulge any and all information they consider relevant to any person representing themselves to be an employer or potential employer of mine with respect to my work record and/or performance of my job at the Property Appraiser's office. I understand that all written information provided herein is public record and is subject to review upon request.

I agree that if I am appointed by the Property Appraiser, I will be eligible to receive comp time in lieu of the payment of overtime at the discretion of the Property Appraiser.

I agree to a physical examination if requested, including urinalysis for use of illegal drugs or substances, and I understand that failure to meet any job related medical and/or health requirement for the position could prevent my appointment or continued appointment by the Property Appraiser.

I acknowledge that beginning with my first day of employment, a period of no less than the first 180 days (6 months) and no more than 365 days (12 months) of employment with the Property Appraiser's Office constitutes a probationary period.

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