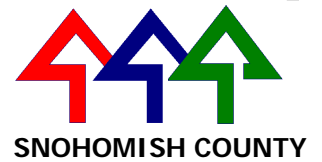


EMPLOYMENT APPLICATION



SNOHOMISH COUNTY'S NON-DISCRIMINATION POLICY

It is Snohomish County's policy that persons shall not be discriminated against in employment because of race, color, national origin, creed, religion, sex, age (40+), marital status, sexual orientation or disability. Snohomish County values diversity and strives to have a diverse work force and is committed to Equal Employment Opportunities and Affirmative Action. Snohomish County actively encourages members of diverse communities to apply.

AMERICANS WITH DISABILITIES ACT (ADA) NOTICE: Individuals who need an ADA accommodation to complete the application, test, or interview process please call 1-800-562-4367 (voice) or 425-388-3411 (voice). TTY/TDD users please call relay number: 1-800-833-6388. **Alternative format available upon request. Please provide one week advance notice.**

Instructions: Please type or print legibly in ink. Sign and date the application. An incomplete application may affect your eligibility or experience credit. Writing the words "**See Resume**" under employment history is not acceptable. If employed, this application will become part of your permanent record.

Scoring Information (HR use only)	Supplemental Score %	Written Score %	1 st Interview Score %	2 nd Interview Score %	Veteran's Pref. %	Bonus		Keyboard
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GENERAL INFORMATION

Position Applying For: _____ Would you accept part time? ☐ Yes ☐ No
Temporary employment? ☐ Yes ☐ No

Last Name _____ First Name _____ Middle Initial _____

Mailing Address _____ City _____ State _____ Zip _____

Email Address _____ Home Phone () _____ Work Phone () _____ Message Phone () _____

Are you now or have you ever been employed by Snohomish County Government? ☐ Yes ☐ No Title of Job Held _____ Department Employed by _____ Is/was this a temporary position? ☐ Yes ☐ No
Is/was this a regular position? ☐ Yes ☐ No

Are you a Snohomish County Government union member? ☐ Yes ☐ No

If so, which union? AFSCME ☐ Teamsters ☐ Other ☐

Are you applying for a Transfer? ☐ Yes ☐ No Are you applying for a Voluntary Demotion? ☐ Yes ☐ No

Do you have relatives working for Snohomish County? ☐ Yes ☐ No Name(s) _____

Relationship _____ Department _____

Have you, within the last ten years, been convicted of a crime or released from prison? ☐ Yes ☐ No

Are there any criminal charges currently pending against you? ☐ Yes ☐ No

If the answer to either of these questions is "yes", please explain. _____

(A conviction record will not automatically bar you from consideration for employment.)

If valid driver's license is an essential function and required on the job announcement please answer the following:

Do you have a Washington Driver's License? ☐ Yes ☐ No License # _____

Your driving record may be subject to review.

Are you under age 21? ☐ Yes ☐ No If yes, date of birth / /

VETERAN'S PREFERENCE: Snohomish County gives veterans' preference in accordance with state law to veterans honorably discharged from active military service. Do you claim veterans' preference? ☐ Yes ☐ No If yes, complete the following items: Are you retired from military service? ☐ Yes ☐ No

Have you ever obtained employment through the use of veterans' preference? ☐ Yes ☐ No

All dates of active duty: / / to / / Attach to this application a copy of your DD214 and the Veteran's Preference Form (obtained from the Human Resources Department or downloaded from the Snohomish County website)

EDUCATION

Name of college, university, vocational school	Dates attended From To	Years completed 1 2 3 4	Major	Type of Degree
		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		

Indicate any other trades, skills or licenses you possess related to the position. Include licensing state and expiration date.

PERSONAL COMPUTERS: (check all that apply)

☐ Word Processing ☐ Spreadsheet ☐ Database ☐ Other List software used: _____

EMPLOYMENT HISTORY

Beginning with your most recent employment history, list all your work experience including self-employment, military service, volunteer work and periods of unemployment. Attach additional sheets if necessary. Be as complete as possible, failure to provide thorough information may result in rejection of this application. **Resumes will not be accepted in place of completing this application.**

Employer:	Supervisors Name:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, phone number: ()
Address:		Date Employed (MO/YR): From: To:	
Most recent position:		Hours worked per week:	Total number months worked:
Reason for leaving:		Name used at this employer, if different:	
Summarize major work duties: (DO NOT write "see resume")			

Employer:	Supervisors Name:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, phone number: ()
Address:		Date Employed (MO/YR): From: To:	
Most recent position:		Hours worked per week:	Total number months worked:
Reason for leaving:		Name used at this employer, if different:	
Summarize major work duties: (DO NOT write "see resume")			

Employer:	Supervisors Name:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, phone number: ()
Address:		Date Employed (MO/YR): From: To:	
Most recent position:		Hours worked per week:	Total number months worked:
Reason for leaving:		Name used at this employer, if different:	
Summarize major work duties: (DO NOT write "see resume")			

I HEREBY CERTIFY that to the best of my knowledge the answers made hereon are true and complete. I understand that if employed, any misrepresentation or omission of facts on this application is sufficient cause for dismissal. I understand this information may be the basis of an employment decision, and I hereby authorize my current and former employers and all schools or education/technical institutions I have attended to provide Snohomish County information regarding my employment and school records. I hereby release my current and former employers and educational institutions, their agents and employees from any liability in responding to inquiries in connection with my application for employment. I also hereby authorize Snohomish County Human Resources or its agent to conduct a criminal background check.

Signature _____ **Date** _____.

Name _____

Disability Status Information

Disability Status: A person with a disability is a person who has a physical or mental impairment which substantially limits one or more major life activities, or has a record of such impairment, or is perceived as having such an impairment, as defined by the Americans with Disabilities Act. An accommodation may be necessary to provide a person with a disability equal employment opportunity.

Will you need accommodation due to disability in the application, testing or interview process: ☐ Yes ☐ No
Please provide a brief description of the accommodation requested:

Please complete the following if you requested an accommodation for the application, testing or interview process:
Title of the position for which you are applying:

Voluntary Affirmative Action Data

Race/Ethnicity

Your race or ethnicity is used for Equal Employment Opportunity and Affirmative Action reporting. While providing this information is completely voluntary, it is critical to government reporting and the County's Affirmative Action planning. Any information you provide will be kept confidential and will be reported only as required in statistical summaries.

Race/ Ethnicity Code	Description
<input type="checkbox"/> US-Black or African Amer	Black or African American - A person having origins in any of the black racial groups of Africa.
<input type="checkbox"/> US-Asian	Asian - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
<input type="checkbox"/> US-White	White - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
<input type="checkbox"/> US-Amer Ind/Ala Nat	American Indian or Alaska Native - A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
<input type="checkbox"/> US-Hispanic or Latino	Hispanic or Latino - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
<input type="checkbox"/> US-Native Haw/Pac	Native Hawaiian or Other Pacific Islander - A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

Sex: ☐ Male ☐ Female