



JUSTICE OF THE PEACE
PRECINCT 1
HILL COUNTY, TEXAS

Office Use Only

Date Rec'd:

APPLICATION FOR EMPLOYMENT

INSTRUCTIONS: All applications for employment with the Justice Court Precinct 1 must be made on this form. Please answer ALL questions. If a question is not applicable, indicate by entering N/A. Resumes will be accepted, but not in place of a completed application.

Last	First	Middle
NAME:		
STREET ADDRESS:		City State Zip
HOME PHONE:	CELL PHONE:	
DRIVER'S LICENSE NUMBER:	EMAIL:	
<div style="display: flex; justify-content: space-between;"><div><div style="display: flex; justify-content: space-between;"><div>YES</div><div>NO</div></div><div><div><input type="checkbox"/></div><div><input type="checkbox"/></div><div><input type="checkbox"/></div><div><input type="checkbox"/></div><div><input type="checkbox"/></div></div></div><div><p>Please attach additional information, if needed, to complete the following questions.</p><p>Can you provide proof of age, if hired? All applicants must be at least 18 years of age.</p><p>Have you ever been convicted of a felony? If yes, provide details:_____</p><p>Are you legally eligible to work in the United States? (Verification will be required if hired).</p><p>Are you currently employed? May we contact your current employer?_____</p><p>Have you ever been employed by Hill County? If YES, When?_____</p><p>Position:_____ Reason for Leaving:_____</p><p>Date available to begin work:_____ Starting Salary desired:_____</p></div></div>		

EDUCATION

Name & Location

Major Subject(s)

No. of Years
Completed

DIPLOMA
Degree

High School:			
College:			
College:			
Graduate School:			
Other (Trade School):			
Other (Applicable Course Work):			

U.S. MILITARY SERVICE

Number of Years Served:_____	Branch of Service: _____	Rank at Discharge:_____
Duties:_____		
Are you a member of the National Guard or Reserve? Active____ Inactive____		

EMPLOYMENT HISTORY

Please start with your PRESENT/most recent job (including military service if applicable). Please provide employer information for the last 10 years. Please use page 3 to list additional past employment as necessary. Add additional pages if needed.

(1) Present/most recent employer:		Area Code		Number	
		Phone		Number:	
Street Address:		City		State Zip	
Job Title:		Supervisor's Name:			
Dates Employed:		Starting Salary:		Final Salary:	
From:		To:			
Reason for Leaving:					
Job Duties:					

(2) Previous Employer:		Area Code		Number	
		Phone		Number:	
Street Address:		City		State Zip	
Job Title:		Supervisor's Name:			
Dates Employed:		Starting Salary:		Final Salary:	
From:		To:			
Reason for Leaving:					
Job Duties:					

SKILLS

Computers, Office Equipment:	
Licenses:	
Typing (WPM):	Word processor programs you are familiar with:
Other:	

PRE-EMPLOYMENT STATEMENT

Please read the following carefully, then sign and date where indicated:

I authorize the Justice Court to make any inquiries they desire regarding my employment, education, criminal history, training, ability, habits, and personal character for the purpose of determining my fitness for employment. I understand that misrepresentation or omission of any fact required herein which would affect my application unfavorably or receipt of an unsatisfactory reference will be sufficient cause for termination without liability. This application is not an employment contract. Neither the county nor its employees are bound to continue the employment relationship if either chooses at its will to end the relationship at any time. All employment is at will and the relationship cannot be modified unless done in writing.	
Applicant's Signature	Date

Please Complete As Necessary:

(3) Previous Employer:		Area Code		Number	
		Phone Number:			
		City		State Zip	
Street Address:					
Job Title:			Supervisor's Name:		
Dates Employed:		Starting Salary:		Final Salary:	
From:		To:			
Reason for Leaving:					
Job Duties:					

(4) Previous Employer:		Area Code		Number	
		Phone Number:			
		City		State Zip	
Street Address:					
Job Title:			Supervisor's Name:		
Dates Employed:		Starting Salary:		Final Salary:	
From:		To:			
Reason for Leaving:					
Job Duties:					

(5) Previous Employer:		Area Code		Number	
		Phone Number:			
		City		State Zip	
Street Address:					
Job Title:			Supervisor's Name:		
Dates Employed:		Starting Salary:		Final Salary:	
From:		To:			
Reason for Leaving:					
Job Duties:					