

# BENTON COUNTY

Application for Employment  
215 E Central, Suite 9  
Bentonville, Arkansas 72712  
**Equal Opportunity Employer**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(Last / First / Middle)

Address: \_\_\_\_\_  
(No. Street / City / State / Zip)

Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email Address: \_\_\_\_\_

Are you 18 years of age or older?  Yes  No

Position or positions applying for: \_\_\_\_\_ Rate of pay expected \_\_\_\_\_

Date you can start work: \_\_\_\_\_ Employment desired:  FULL-TIME  PART-TIME  TEMPORARY

List of friends or relatives employed by the county: \_\_\_\_\_

If hired, can you provide written evidence that you are authorized to work in the U.S.?  Yes  No

Have you worked for a county or municipality before?  Yes  No If yes when: \_\_\_\_\_ where: \_\_\_\_\_

Type	Name/Location	Course of Study	# Years Completed	Degree/Diploma
High School				
College				
Technical or Other				

If you have any special skills that you want us to know about, please describe them here: \_\_\_\_\_

Are there any known work place accommodations you would like for the county to consider at this time?  Yes  No

If yes, please explain: \_\_\_\_\_

## U.S. MILITARY RECORD

Have you served in the United States Armed Forces?  Yes  No

If yes, please give the dates of service: From: \_\_\_\_\_ to \_\_\_\_\_ Branch: \_\_\_\_\_

Have you ever been convicted of a felony?  Yes  No

If yes, please explain \_\_\_\_\_

### PLEASE READ CAREFULLY BEFORE SIGNING THIS APPLICATION

I authorize the county to investigate all statements in this application and to secure any necessary information from all my employers, references, and academic institutions. I hereby release all of these employers, references, academic institutions, and the county from any and all liability arising from their giving or receiving information about my employment history, my academic credentials or qualifications, and my suitability for employment with the county. I understand that any false or misleading statements will be sufficient cause for rejection of my application with the county if the county has not employed me and for immediate dismissal if the county has employed me. In the event of my employment with the county, I will comply with all the official policies of the county set forth in any county policy manual or the other communications distributed by the county.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## EMPLOYMENT BACKGROUND

Start with your **present** or **most recent** job and work backwards. Omit Military Service. Please list each employer for the past 10 years. Attach additional sheet if necessary.

<b>Name of employer Address</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
City, State, Zip Code		From To	Start Final
Phone number	Your last job title		
Reason for leaving (be specific)			
Describe your duties:			

<b>Name of employer Address</b>	<b>Name of last supervisor</b>	<b>Employment dates</b>	<b>Pay or salary</b>
City, State, Zip Code		From To	Start Final
Phone number	Your Last Job Title		
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City, State, Zip Code		From To	Start Final
Phone number	Your Last Job Title		
Reason for leaving (be specific)			
Describe your duties:			

<b>Please list two references other than relatives or previous employers.</b>	
Name	Name
Address	Address
Phone	Phone