



**MERCER COUNTY**  
AN EQUAL OPPORTUNITY EMPLOYER

**APPLICATION FOR EMPLOYMENT**

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**SECTION III - WORK REFERENCES**

**Employment History Including Military Service If Applicable (In chronological order beginning with the most recent):**

1. _____ Employer's Name _____ Street Address _____ City/State/Zip _____ Supervisor's Name	Dates Employed: From: _____ Month/Year To:     _____ Month/Year	Your Job Title: Beginning: _____ End:        _____
Your Salary: Beginning: _____ End:        _____		
Describe your duties, responsibilities, equipment operated, etc. for position(s) held: _____ _____ _____		
Describe your reason(s) for leaving: _____ _____		

2. _____ Employer's Name _____ Street Address _____ City/State/Zip _____ Supervisor's Name	Dates Employed: From: _____ Month/Year To:     _____ Month/Year	Your Job Title: Beginning: _____ End:        _____
Your Salary: Beginning: _____ End:        _____		
Describe your duties, responsibilities, equipment operated, etc. for position(s) held: _____ _____ _____		
Describe your reason(s) for leaving: _____ _____		

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3. _____ Employer's Name _____ Street Address _____ City/State/Zip _____ Supervisor's Name	Dates Employed: From: _____ Month/Year To: _____ Month/Year	Your Job Title: Beginning: _____ End: _____ Your Salary: Beginning: _____ End: _____
Describe your duties, responsibilities, equipment operated, etc. for position(s) held: _____ _____ _____		
Describe your reason(s) for leaving: _____ _____		

4. _____ Employer's Name _____ Street Address _____ City/State/Zip _____ Supervisor's Name	Dates Employed: From: _____ Month/Year To: _____ Month/Year	Your Job Title: Beginning: _____ End: _____ Your Salary: Beginning: _____ End: _____
Describe your duties, responsibilities, equipment operated, etc. for position(s) held: _____ _____ _____		
Describe your reason(s) for leaving: _____ _____		

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5. _____ Employer's Name _____ Street Address _____ City/State/Zip _____ Supervisor's Name _____	Dates Employed: From: _____ Month/Year To: _____ Month/Year	Your Job Title: Beginning: _____ End: _____ Your Salary: Beginning: _____ End: _____
Describe your duties, responsibilities, equipment operated, etc. for position(s) held: _____ _____ _____		
Describe your reason(s) for leaving: _____ _____		

**SECTION IV - EDUCATION AND TRAINING**

	Formal Education	College	Technical School
School Name and Location:			
Years Completed	1 2 3 4 5 6 7 8 9 10 11 12	1 2 3 4 5 Above	1 2 3 4 Above
Diploma/Degree/Major			
Other School(s) attended:			
Please describe the courses you took, technical training you received, or skills you have attained which you feel would help you perform the job for which you are applying (e.g., special machines or equipment you operate, hobbies or volunteer work projects which have taught you qualifying skills, etc.): _____ _____ _____ _____			

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**SECTION V - MISCELLANEOUS**

The following information will be used only if it is directly related to the classification/position for which you are applying.)

Have you ever been employed in the state or county service of the state of Ohio?

Yes     No

Have you any job-related training in the U.S. Military?

Yes     No

Have you ever filed an application here before?

Yes     No

Have you ever been employed here before?

Yes     No

If you answered yes to any of the questions above, please explain:

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**REFERENCES**

Please give the name, address, and phone number of three references not related to you who would know of your skills for this position:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

**DECLARATION / AUTHORIZATION**

I hereby declare that the information provided by me in this application for employment is true, correct, and complete to the best of my knowledge. I understand that, if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal.

**I authorize you to obtain information through contacts with my former employers and references listed above.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date