



EOE Statement

Portage County is an Equal Opportunity Employer. Applicants requiring reasonable accommodation with the application or interview process, please notify the person from whom you obtained this application. All applicants are considered for positions without regard to race, color, religion, sex, national origin, age, marital status, medical condition, disability, veteran, reserve, or national guard status, genetic information or any other legally protected status.

Personal Information

Candidate:		Date Created:	
		Date of Application:	
Position:		Application Method:	
Location:		Referral Source:	
Main Phone:		Alternate Phone:	
Address:			
Email Address:			

Core Questions

Please enter the name of the specific source where you learned about this position (i.e. indeed, County Website, etc.):

Are you authorized to work in the United States?

Have you ever been employed by a Government Agency in the State of Ohio? If yes, please provide the dates of service, the name of the agency and the job title.

Do you have relatives employed by Portage County? If yes, please provide name(s) and relationship to you.

Please provide your valid driver's license information below (including the state of origin and driver license number).

Education

Institution:		Institution Type:	
Location:		Start Date:	
Degree:			
Major:			
Notes:			

Employment History

Employer:	
Phone:	
Job Title:	



Employment History continued...

Duties:			
Reason for Leaving:			
Dates of Employment:	From:	To:	
Supervisor:			
May we contact?			
Employer:			
Phone:			
Job Title:			
Duties:			
Reason for Leaving:			
Dates of Employment:	From:	To:	
Supervisor:			
May we contact?			
Employer:			
Phone:			
Job Title:			
Duties:			
Reason for Leaving:			
Dates of Employment:	From:	To:	
Supervisor:			
May we contact?			

US Military Experience			
Branch of Service:			
Rank at Discharge:		Years in Service:	
Highest Rank Attained:		Are you currently in the reserves?	
Additional Information:			

Skills Experience					
Skill:					
Last Used:		Skill Level:		Years of Experience:	
Skill Summary:					
Skill:					
Last Used:		Skill Level:		Years of Experience:	
Skill Summary:					
Skill:					



Candidate Profile

Skills Experience continued...

Last Used:		Skill Level:		Years of Experience:	
Skill Summary:					

Licenses and Certifications

Certification Type:		Registration Number:	
Geographic Area:		Certification Date:	
Expiration Date:			
Additional:			
Certification Type:		Registration Number:	
Geographic Area:		Certification Date:	
Expiration Date:			
Additional:			
Certification Type:		Registration Number:	
Geographic Area:		Certification Date:	
Expiration Date:			
Additional:			

References

Name:		Personal Reference?	
Organization:		Title:	
Phone:		Email:	
Address:			
Name:		Personal Reference?	
Organization:		Title:	
Phone:		Email:	
Address:			
Name:		Personal Reference?	
Organization:		Title:	
Phone:		Email:	
Address:			

Additional Information

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Please read carefully before signing

Portage County complies with all federal, state and local laws that prohibit discrimination, including, but not limited to, the following: (1) The Civil Rights Act of 1964 (Title VII) which prohibits discrimination in employment because of race, color, religion, sex, national origin or ancestry; (2) The Age Discrimination in Employment Act (ADEA) of 1967 (3) The Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1990 which prohibit discrimination against persons with disabilities; and (4) Ohio Revised Code Chapter 4112.02.

I authorize Portage County (its officers, agents, representatives, or duly authorized employee) to make a thorough investigation of my past employment, and to verify all data given on this application. I also agree to cooperate in such investigations and release from all liability or responsibility all persons, companies or corporations supplying such information. If the position for which I am applying requires, as a condition of employment, the possession of a valid driver license, I also authorize Portage County to verify the validity of my driver license or review the states Motor Vehicle Registration Records.

I understand that an offer of employment may be contingent upon passing a drug and alcohol screening and submitting to a physical examination, if required by county policy, and I consent to the examinations and such future examinations as may be required by Portage County. If employed, I agree to provide proof of identity, relevant licensure or credentials, and authorization for employment in the United States.

I understand that an offer of employment may be contingent upon passing a criminal background check.

I hereby certify that the facts set forth in this employment application are true and complete to the best of my knowledge. I understand that if employed, any false or misleading statements on this application shall be considered sufficient cause for dismissal.

By signing this agreement, I am acknowledging that I have thoroughly read the above and that its terms and conditions are fully understood.

Print Name:

eSignature:

Date: