

DONALD W. BLEVINS
FAYETTE COUNTY CLERK
162 EAST MAIN STREET
LEXINGTON, KENTUCKY 40507

An Equal Opportunity Employer

Print legibly in ink or type all answers. If more space is needed, use an additional sheet of paper.

Position you are applying for: _____

When can you begin work? _____

Check all that apply: Permanent Temporary Part-time

Name: _____

Last

First

Middle

Address: _____ How long? _____ years

Street

City

State

Zip Code

Phone numbers: _____
Home Cell Work (Only if you can receive calls there)

Best time to be reached by phone? _____ Email _____

Recruitment by: (Check all applicable) Personal contact Advertisement Web site Other _____

Are you 18 years of age or older? Yes No

Are you related to anyone currently working for this office? Yes No

If yes, list name(s) and relationship(s): _____

Have you been convicted of any felony or misdemeanor as an adult (over 18)? Yes No

If yes, list below. A conviction includes any fines paid, probation served or jail sentences (omit parking tickets, include moving violations). Conviction of a crime is not an automatic rejection. The specific situation will be reviewed. Failure to reveal information on this question is a cause for automatic rejection.

Can you type? Yes No If yes, WPM: _____

Do you have a driver's license? Yes No

EDUCATION

Schools	Name & City/State of School	Years Completed	Degree/Certificate/Diploma
Grade School			
High School			
College			
College			
Specialized Training			

Indicate any foreign languages you speak, read and/or write: _____

EMPLOYMENT EXPERIENCE

Begin with your PRESENT or LAST job. Applicable volunteer experience may be listed. Please account for periods of unemployment.

Company name _____	Starting date (mo./yr.) _____
Type of business _____	Ending date (mo./yr.) _____
Company address _____	Position _____
_____	Average weekly hours _____
Supervisor's name _____	Approx. starting salary _____
Supervisor's title _____	Approx. ending salary _____
Employer's phone _____	
Explain reason for leaving: _____	
Please describe your duties and responsibilities: _____	

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Company address _____	Position _____
_____	Average weekly hours _____
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Employer's phone _____	
Explain reason for leaving: _____	
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Type of business _____	Ending date (mo./yr.) _____
Company address _____	Position _____
_____	Average weekly hours _____
Supervisor's name _____	Approx. starting salary _____
Supervisor's title _____	Approx. ending salary _____
Employer's phone _____	
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Please describe your duties and responsibilities: _____	

I hereby certify, under penalty of law, that the information contained on this application is true, correct and complete to the best of my knowledge and belief. I am aware that should investigation at any time show any such misrepresentation or falsification, my application will be rejected or I will be dismissed from my employment.

Date _____

Signature of applicant _____