



**Douglas E. Cade, PE, PS**  
**County Engineer**  
1900 Lima Avenue  
Findlay, Ohio 45840  
419-422-7433

### Application for Employment

This application is only valid for 1 YEAR from the date that it is submitted.

If selected I understand that I will be subject to pre-employment and random Drug and Alcohol Screening and Driving Record check as a condition of my employment.

Applicant must initial here \_\_\_\_\_

I currently hold a valid Class A or B Ohio Commercial Driver's License \_\_\_\_Yes \_\_\_\_No  
*(In order to be eligible for employment at the County Maintenance Facility, you must currently hold at least an Ohio Class A or B CDL)*

Date of Application: \_\_\_\_\_

#### Personal Information:

Name: \_\_\_\_\_ Primary Telephone#: \_\_\_\_\_  
(Last) (First) (Middle)

Address: \_\_\_\_\_  
(Street) (City) (State) (ZIP)

Are you legally eligible for employment in the United States? \_\_\_\_Yes \_\_\_\_No

Will you be at least 18 Years of Age before Starting Work? \_\_\_\_Yes \_\_\_\_No

What dates will you be available for work? From \_\_\_\_\_

Have you been previously employed by the Hancock County Engineer? \_\_\_\_Yes \_\_\_\_No

Are there any skills or qualifications which you feel would enhance your opportunity to work for the Hancock County Engineer? (Please list below):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Education	Name, City and State of School	Number of Years Completed	Did You Graduate?	Subject Studied
High School			Yes    No	
College, Trade or Business School			Yes    No	

**General:**

Subjects of Specific Study or Training: \_\_\_\_\_

Previous U.S. Military Service \_\_\_\_\_ Rank \_\_\_\_\_

Present Membership in National Guard of Reserve \_\_\_ Yes \_\_\_ No

**Physical Record:**

Can you perform the specific task(s) necessary in the position for which you are applying?

\_\_\_ Yes \_\_\_ No    Comments: \_\_\_\_\_

**Employment History:**

**Present or most Recent Employment:**

Employer's Name and Address: \_\_\_\_\_

Length of Employment From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Job Title or Classification: \_\_\_\_\_

Duties Performed: \_\_\_\_\_

Supervisors Name and Telephone: \_\_\_\_\_

May we contact your Supervisor: \_\_\_ Yes \_\_\_ No

**Prior Employment:**

Employer's Name and Address: \_\_\_\_\_  
Length of Employment From: \_\_\_\_\_ To: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Job Title or Classification: \_\_\_\_\_  
Duties Performed: \_\_\_\_\_  
Supervisors Name and Telephone: \_\_\_\_\_  
May we contact your Supervisor: \_\_\_Yes \_\_\_No

Employer's Name and Address: \_\_\_\_\_  
Length of Employment From: \_\_\_\_\_ To: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Job Title or Classification: \_\_\_\_\_  
Duties Performed: \_\_\_\_\_  
Supervisors Name and Telephone: \_\_\_\_\_  
May we contact your Supervisor: \_\_\_Yes \_\_\_No

**References:**

Provide the Names and Telephone of three references not related to you.

	Name	Telephone	Number of Years Acquainted
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

**ATTACH LETTERS OF REFERENCE ADDRESSED TO THE HANCOCK COUNTY ENGINEER FROM THE ABOVE REFERENCES. PLEASE DO NOT HAVE REFERENCE CALL THE COUNTY ENGINEER IT WILL NOT BENEFIT YOUR EFFORTS.**

I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed; falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I hereby give the Hancock County Engineer's Office permission to access my Online Driving Records provided by the Ohio Bureau of Motor Vehicles, for the purpose of checking my driving record for employment purposes.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated during my probationary period without any prior notice.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_