

**LMAS District Health Department****Application for Employment***An Equal Opportunity Employer*

COUNTY: \_\_\_\_\_

POSITION APPLYING FOR: \_\_\_\_\_

**PERSONAL INFORMATION**

|   |   |
|---|---|
| Name:   | Home Telephone No.: (    )  |
| Address:  | Work Telephone No.: (    )  |
| City, State, Zip:   | Cellular No.: (    )  |
| Can you provide the documents required to prove that you are legally able to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No | Email Address:  |
| Are you at least 18 years of age? <input type="checkbox"/> Yes <input type="checkbox"/> No  | Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No<br>If Yes, please explain: _____ |

**EMPLOYMENT DESIRED**

|   |   |
|---|---|
| Have you applied here before? <input type="checkbox"/> Yes <input type="checkbox"/> No                              | If Yes, When:                      Location:  |
| Have you ever been employed here? <input type="checkbox"/> Yes <input type="checkbox"/> No                          | If Yes, When:                      Location:  |
| Are you employed now? <input type="checkbox"/> Yes <input type="checkbox"/> No                                      | If so, may we contact your employer? <input type="checkbox"/> Yes <input type="checkbox"/> No                 |
| Are you currently on layoff or leave from another company? <input type="checkbox"/> Yes <input type="checkbox"/> No | Are you willing to travel? <input type="checkbox"/> Yes <input type="checkbox"/> No<br>If so, what % of time? |
| Are you willing to relocate? <input type="checkbox"/> Yes <input type="checkbox"/> No                               | Are you available for full or part-time work?   |
| Date you can start:   | Starting Salary Desired: \$   |

**LIST APPLICABLE SKILLS**

|  |  |
|--|--|
|  |  |
|  |  |

**EDUCATION**

| Name of School | Address | Main Course<br>Of Study | GPA | Degree |
|----------------|---------|-------------------------|-----|--------|
|                |         |                         |     |        |
|                |         |                         |     |        |
|                |         |                         |     |        |

List any scholastic honors received and offices held while in school:

|  |  |
|--|--|
| Are you planning to pursue other studies? <input type="checkbox"/> Yes <input type="checkbox"/> No | If so, where and what course of study? |
|--|--|

**EMPLOYMENT HISTORY**  
**(List employment for the past 10 years, starting with present job if applicable.)**

|                       |        |                     |  |
|-----------------------|--------|---------------------|--|
| (1) Company Name:     |        | Address:            |  |
| Supervisor:           | Phone: | City, State, Zip:   |  |
| Job Title:            |        | Reason for Leaving: |  |
| List Specific Duties: |        |                     |  |

|                 |      |    |            |
|-----------------|------|----|------------|
| Dates Employed: | From | To | Salary: \$ |
|-----------------|------|----|------------|

|                       |        |                     |  |
|-----------------------|--------|---------------------|--|
| (2) Company Name:     |        | Address:            |  |
| Supervisor:           | Phone: | City, State, Zip:   |  |
| Job Title:            |        | Reason for Leaving: |  |
| List Specific Duties: |        |                     |  |

|                 |      |    |            |
|-----------------|------|----|------------|
| Dates Employed: | From | To | Salary: \$ |
|-----------------|------|----|------------|

|                   |        |                     |  |
|-------------------|--------|---------------------|--|
| (3) Company Name: |        | Address:            |  |
| Supervisor:       | Phone: | City, State, Zip:   |  |
| Job Title:        |        | Reason for Leaving: |  |

|                 |      |    |            |
|-----------------|------|----|------------|
| Dates Employed: | From | To | Salary: \$ |
|-----------------|------|----|------------|

|                       |        |                     |  |
|-----------------------|--------|---------------------|--|
| Company Name:         |        | Address:            |  |
| Supervisor:           | Phone: | City, State, Zip:   |  |
| List Specific Duties: |        |                     |  |
| Job Title:            |        | Reason for Leaving: |  |

|                 |      |    |            |
|-----------------|------|----|------------|
| Dates Employed: | From | To | Salary: \$ |
|-----------------|------|----|------------|

**(If you need additional space please attach a separate sheet)**

**PLEASE LIST THREE PEOPLE (WHO ARE NOT RELATED TO YOU)  
AND WHOM YOU HAVE KNOWN FOR AT LEAST ONE YEAR.**

| NAME | ADDRESS<br>CITY, STATE, ZIP | TELEPHONE<br>NUMBER | OCCUPATION | YEARS<br>ACQUAINTED |
|------|-----------------------------|---------------------|------------|---------------------|
|      |                             |                     |            |                     |
|      |                             |                     |            |                     |
|      |                             |                     |            |                     |

**LUCE-MACKINAC-ALGER-SCHOOLCRAFT  
DISTRICT HEALTH DEPARTMENT  
14150 Hamilton Lake Road, Newberry, MI 49868  
Phone: (906) 293-5107  
Fax: (906) 293-5453**

## **Authorization and Understanding**

**(PLEASE READ BEFORE SIGNING)**

I certify that all statements made by me on this application are true and complete to the best of my knowledge and that I have withheld nothing which, if disclosed, would affect this application unfavorably.

I authorize my previous employers, schools or persons named as references to give any information regarding employment or educational record. I agree that this company and my previous employers shall not be held liable in any respect if a job offer is not extended, is withdrawn or my employment is terminated because of false statements, omissions or answers made by me on this application. In the event of my employment with this company I will comply with all rules and regulations as set forth in any communication distributed to employees.

In compliance with the Immigration Reform and Control Act of 1986, I understand that I will be required to provide approved documentation that verifies my right to work in the United States on my first day of employment. I am in receipt of a list of approved documents, which have been supplied with this application. (See Page 5)

I further understand and agree that my employment is not for a definite period of time and may, regardless of the date of payment of wages or salary, be terminated for any reason and at any time without previous notice.

I hereby acknowledge that I have read and understood the above statements.

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

Date:

\_\_\_\_\_

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**AUTHORIZATION TO RELEASE INFORMATION**

As an applicant for a position with the LMAS District Health Department, I have been asked to furnish information for use in reviewing my background and qualifications. I hereby authorize the investigation of my past and present work, character, education, military, and police records to ascertain any and all information, which may be pertinent to my employment qualifications.

The release in any manner of any and all information by you is authorized whether such information is of record or not, and I do hereby release all persons, firms, agencies or companies, whomsoever, from any damages resulting from furnishing such information.

This authorization shall be valid for six months from the date of my signature below. You may retain this copy of my release for your files. Thank you for your assistance.

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

Date:

Type or print your name: \_\_\_\_\_

Witness: \_\_\_\_\_

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

