



**BRAZOS COUNTY CSCD**  
**EMPLOYMENT APPLICATION**  
**AN EQUAL OPPORTUNITY EMPLOYER (M/F/D/V)**

Brazos County CSCD  
 PO Box 2015  
 Bryan, Texas 77806  
 (979) 361-4410 • (979) 822-5341 (fax)

**INSTRUCTIONS:** All applications for employment with CSCD must be made on this form. Consider each question carefully. **YOU MUST ANSWER ALL QUESTIONS.** If a question is not applicable, enter "N/A". **Please print legibly.** Resumes will be accepted as **additional** information, but not in place of a completed application.

Name: Last	First	Initial	Social Security Number:
Position Desired:			Today's Date: (mm/dd/yyyy)
Street Address:		City	State Zip
Phone Number:	Area Code	Number	Driver's License Number: State Number (If job you're applying for requires one)
YES NO Please attach additional information, if needed, to answer details of the following questions.			
<input type="checkbox"/>	<input type="checkbox"/>	Can you submit proof of age, if hired? All applicants must be at least 18 years of age (21 if applying for a deputy sheriff position).	
<input type="checkbox"/>	<input type="checkbox"/>	Have you ever been convicted of a felony? If YES, give details: _____	
<input type="checkbox"/>	<input type="checkbox"/>	Are you legally eligible to work in the U.S.? (Verification will be required if hired).	
<input type="checkbox"/>	<input type="checkbox"/>	Are you related by blood or marriage to any CSCD employee? If YES, give name and relationship: _____	
<input type="checkbox"/>	<input type="checkbox"/>	Have you previously been employed by Brazos County? If YES, answer the following: When: _____ Position: _____ Reason for leaving: _____	
<input type="checkbox"/>	<input type="checkbox"/>	Are you currently employed? May we contact your current employer? _____	
<input type="checkbox"/>	<input type="checkbox"/>	Have you made an application before? If YES, when: _____	
Date available to begin work: _____		Starting salary desired: _____	

**EDUCATION**

	Name and Location	Major Subject(s)	No. of Years Completed	DIPLOMA Degree
High School				
College				
College				
Graduate School				
Other (Trade, business, or professional school):				
Other course work applicable to this type of work:				

**U.S. MILITARY SERVICE**

Number of years served:	Branch of Service:	Rank at discharge:
Duties:		
YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Are you a member of the National Guard or Reserve? <input type="checkbox"/> Active <input type="checkbox"/> Inactive
<input type="checkbox"/>	<input type="checkbox"/>	Do you anticipate any active duty, including reserve training, in the future?

## PREVIOUS EMPLOYMENT

Start with your present or most recent job (including military service). Provide employer information for the last 10 years and any other work history you feel is relevant. Attach additional sheets, or extra copies of this page, if necessary.

(1) Present or most recent employer		Phone	Area Code	Number
Address:		City		State Zip
Job Title:		Supervisor's Name:		
Dates Employed	Starting	Final		
From:	To:	Salary:	Salary:	
Reason for leaving:				
Your duties:				

(2) Previous employer		Phone	Area Code	Number
Address:		City		State Zip
Job Title:		Supervisor's Name:		
Dates Employed:	Starting	Final		
From:	To:	Salary:	Salary:	
Reason for leaving:				
Your duties:				

(3) Previous employer		Phone	Area Code	Number
Address:		City		State Zip
Job Title:		Supervisor's Name:		
Dates Employed:	Starting	Final		
From:	To:	Salary:	Salary:	
Reason for leaving:				
Your duties:				

## LICENSES / EQUIPMENT / MACHINES OPERATED Attach additional sheets if necessary.

Computers, Office Equipment:		Typing (wpm):
Licenses (CDL, electrician, etc.):		
Heavy / light equip., machinery:		
Mechanical, repair experience:		
Special skills / training (welding, etc.):		
Other:		

## PRE-EMPLOYMENT STATEMENT Please read the following carefully, then sign and date where indicated:

Brazos County Community Supervision and Corrections Department is an equal opportunity employer, and selects the best matched individual for the job based upon job related qualifications, regardless of race, color, creed, sex, national origin, age, disability or other protected groups under state, federal or local Equal Opportunity Laws. I understand and agree that: A thorough investigation of my entire work history, criminal history, and driving record as well as verification of all data given in my application, related papers, and oral interviews is expected and is hereby authorized. I certify that all information provided by me in connection with my application, whether on this document or not, is true and complete, and I understand that any misstatement, falsification, or omission of information may be grounds for refusal to hire, or, if hired, termination. A review and disclosure of all records or information concerning myself by another entity to the Brazos County Community Supervision and Corrections Department is hereby authorized. Any information obtained by a personal history background investigation will be used to assist the Department in determining my qualifications and fitness for employment. I hereby release the person who furnishes such information and the Department from any liability, damage, or legal accountability, which may occur as a result of releasing such information. Further, I hereby expressly waive and release any special right of access I may have under any statutes or the common law to the information furnished about me to the Brazos County Community Supervision and Corrections Department. If I am employed, I will conform to the rules and regulations of the Brazos County Community Supervision and Corrections Department and understand that either the Director or me can terminate my employment, at any time, with or without cause, and with or without notice. I understand that no supervisor or representative of the Department other than the Director has authority to enter into any agreement contrary to the foregoing or for employment for any specified period of time, will do so rarely, if ever, and said agreements will always be in writing. Although management makes every effort to accommodate individual preferences, business needs may at times make the following conditions mandatory: a work schedule other than Monday through Friday and during what may be considered non-traditional work hours. I further understand that this is an application for employment and that no employment contract is being offered. I understand that if I am employed, said employment is for no definite period of time and that the Brazos County Community Supervision and Corrections Department can change wages, benefits and conditions at any time. I have read and understand the above, and agree to its provisions.

Applicant's Signature	Date
<input type="text"/>	<input type="text"/>

**PRE-EMPLOYMENT STATEMENT** *Please read the following carefully, then sign and date where indicated:*

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Applicant's Signature

Date