



Whitman County Civil Service Commission Employment Application

Phone: (509) 397-6205 – 400 N. Main, Colfax WA 99111

APPLICANTS: To be considered for employment, this application must be completed entirely.

- Please type or print clearly, read, sign and date the second page
- Exclude information which would reveal sex, race, religion, national origin, age, ancestry, physical disability, or other protected status
- A separate application must be filled out for each opening applied for
- This is not a public document

SUBMIT completed applications by 5:00 PM on the closing date to: (Applications postmarked after the closing date will not be accepted)

- **Mail:** Whitman County Human Resources - 400 N Main St, Colfax, WA 99111
- **Fax:** (509) 397-6355
- **Email:** jobs@whitmancounty.net

Whitman County is an Equal Opportunity Employer and ADA compliant. If any accommodations are needed, please contact Human Resources at 509-397-6205

Position applying for: _____ Date: _____

Full Name: _____ Home Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Message Phone: _____ Email: _____

Education – Circle highest completed in school. Elementary: 1 2 3 4 5 6 7 8 9 10 11 12 College: 1 2 3 4 Graduate: 1 2 3 4

	Name of School	Location	Diploma or Degree	Major
High School				
University/College				
Graduate School				
Vocational Training				

Have you been employed by Whitman county before? No ____ Yes ____ When? _____ Position: _____

Are you a citizen of the United States? No ____ Yes ____

Have you ever been convicted of a felony? No ____ Yes ____ If yes, please explain: _____

Please list any professional certification(s) or license(s) you hold: _____

Please list any special skills, training or additional experience you have acquired: _____

Please list three references, not related to you.

Name	Address	Phone Number

Please list all Military Service

Branch of Service	Date Enlisted	Date of Separation

Do you claim Veterans Preference? No ___ Yes ___ *If yes, you must attach a copy of your DD-214.*

If retired, are you receiving veteran's payments? No ___ Yes ___

Have you ever received an appointment to public office where you used your veteran's preference? No ___ Yes ___

VETERANS PREFERENCE will be granted in accordance with Washington State law. To claim such preference verification of veterans status must be furnished at the time of application as per RCW 41.04.005 AND 41.04.010.

Employment History

This section must be completed entirely. Do not substitute a resume. List work experience from the past 10 years, OR the 3 most recent jobs, paid or unpaid, beginning with your current or most recent job. Include military experience as well as volunteer jobs that you wish to have considered as part of your qualifications for the position you are seeking. Explain all breaks in continuous employment.

Employer: _____ Phone: _____

Your Title: _____

Address: _____

Describe Duties: _____

Supervisor: _____ Supervisor Email: _____

Dates: _____ Full-time Part-Time

Reason for Leaving: _____

May we contact this employer? Yes No

Employer: _____ Phone: _____

Your Title: _____

Address: _____

Describe Duties: _____

Supervisor: _____ Supervisor Email: _____

Dates: _____ Full-time Part-Time

Reason for Leaving: _____

May we contact this employer? Yes No

Employer: _____ Phone: _____

Your Title: _____

Address: _____

Describe Duties: _____

Supervisor: _____ Supervisor Email: _____

Dates: _____ Full-time Part-Time

Reason for Leaving: _____

May we contact this employer? Yes No

