



MONTGOMERY COUNTY HEALTH DEPARTMENT PERSONNEL RECORD

(PLEASE PRINT)

PERSONAL DATA	
POSITION APPLIED FOR:	DATE OF APPLICATION:
APPLICANT NAME (LAST, FIRST, MIDDLE, MAIDEN)	SOCIAL SECURITY NUMBER
MAILING ADDRESS (STREET, CITY, STATE, ZIP CODE)	COUNTY
HOME PHONE NUMBER	WORK PHONE NUMBER
	ALTERNATE PHONE NUMBER

**CRIMINAL BACKGROUND CHECKS ARE DONE ON ALL NEW HIRES
DRUG TESTING IS REQUIRED BEFORE BEING HIRED**

Are you currently registered on the Family Care Safety Registry?	Yes	No
Have you been convicted of any violation of the law since your 16th birthday? If yes, explain:	Yes	No
Have you ever been discharged or forced to resign from any job? If yes, explain:	Yes	No
Have you ever been placed on the Employment Disqualification List? If yes, please state when, what type of discipline, and the reason(s) for the discipline:	Yes	No
Have you ever had a professional license disciplined? If yes, please state when, what type of discipline, and the reason(s) for the discipline:	Yes	No
Do you require any special accommodation(s) or adaptation(s) to assist you in performing your job duties? If yes, explain:	Yes	No
Are you now employed?	Yes	No
If yes, may we contact your present employer?	Yes	No
Can you travel if position requires it?	Yes	No
Do you have transportation available if your job requires travel?	Yes	No
Do you speak any foreign language?	Yes	No
If yes, which language(s) do you speak:	Do you speak:	Fluently
		Good
		Fair
If you are currently certified, registered or licensed to practice your profession or occupation, then give name of association or licensing authority, and certification registration or license number:		
Date available for work:	Are you available to work:	Full-time
		Part-time
		Temporary
Minimum starting salary you will accept:		
From what source did you learn of this position?		

EDUCATION					
Do you have a high school diploma?	Yes	No	If no, do you have your GED?	Yes	No
HIGH SCHOOL NAME	ADDRESS		PHONE NUMBER		
HIGHER EDUCATION NAME/ADDRESS	DATES OF ATTENDANCE	COURSE OF STUDY	TOTAL SEMESTER HOURS	DEGREE EARNED	