

Interview Date/Time: \_\_\_\_\_

## APPLICATION FOR EMPLOYMENT

**Carson County Appraisal District**  
**PO Box 970 / 102 Main St**  
**Panhandle, TX 79068**  
**(806) 537-3569**

### Personal

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

Name \_\_\_\_\_  
(Last) (First) (Middle)

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Email Address \_\_\_\_\_

Day Time Phone Number (\_\_\_\_) \_\_\_\_\_ Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Driver's License # \_\_\_\_\_ State Issued \_\_\_\_\_ Expiration \_\_\_\_\_

Have you ever been convicted of any felony? \_\_\_\_\_ If yes, explain fully \_\_\_\_\_

Are you legally authorized to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_  
(Proof of citizenship or legal authorization will be required upon employment)

Are you at least 16 years old? Yes \_\_\_\_\_ No \_\_\_\_\_

### Employment Data

Type of work/position desired \_\_\_\_\_ Salary Expected \$ \_\_\_\_\_

Experience, special skills training: \_\_\_\_\_

Languages other than English that you: Speak: \_\_\_\_\_

Read: \_\_\_\_\_ Write: \_\_\_\_\_

Are you currently employed? \_\_\_\_\_ Date available for employment: \_\_\_\_\_

Have you ever worked for the Carson Appraisal District before? \_\_\_\_\_

List any friends or relatives employed by the Carson Appraisal District? \_\_\_\_\_

**Education**

Elementary or high school grade completed (circle) 1 2 3 4 5 6 7 8 9 10 11 12

Did you graduate? \_\_\_\_\_ Achieve GED? \_\_\_\_\_

Name and city of school \_\_\_\_\_

College 1 2 3 4 5 6 Name and city \_\_\_\_\_

Degree and major \_\_\_\_\_  
(Note: Transcripts may be required for verification of education)

Current licenses/certifications/registrations (indicate types and dates received): \_\_\_\_\_

\_\_\_\_\_

**Military Service**

Are you a veteran? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, dates of service \_\_\_\_\_ to \_\_\_\_\_

Special skills or training \_\_\_\_\_

Are you in the active reserve? Yes \_\_\_\_\_ No \_\_\_\_\_

**Work History**

Please list your last 4 employers. Begin with the most recent employer. Employment history should include **each position** held, even those with the same employer.

\_\_\_\_\_

Company name and address \_\_\_\_\_

Phone number \_\_\_\_\_ Job title \_\_\_\_\_

Beginning Date \_\_\_\_\_ Ending Date \_\_\_\_\_

Supervisor's name and title \_\_\_\_\_

Described duties briefly \_\_\_\_\_

Specific reason for leaving \_\_\_\_\_

Starting salary \_\_\_\_\_ Ending salary \_\_\_\_\_

\_\_\_\_\_

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Company name and address \_\_\_\_\_  
Phone number \_\_\_\_\_ Job title \_\_\_\_\_  
Beginning Date \_\_\_\_\_ Ending Date \_\_\_\_\_  
Supervisor's name and title \_\_\_\_\_  
Described duties briefly \_\_\_\_\_  
Specific reason for leaving \_\_\_\_\_  
Starting salary \_\_\_\_\_ Ending salary \_\_\_\_\_

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Company name and address \_\_\_\_\_  
Phone number \_\_\_\_\_ Job title \_\_\_\_\_  
Beginning Date \_\_\_\_\_ Ending Date \_\_\_\_\_  
Supervisor's name and title \_\_\_\_\_  
Described duties briefly \_\_\_\_\_  
Specific reason for leaving \_\_\_\_\_  
Starting salary \_\_\_\_\_ Ending salary \_\_\_\_\_

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Company name and address \_\_\_\_\_  
Phone number \_\_\_\_\_ Job title \_\_\_\_\_  
Beginning Date \_\_\_\_\_ Ending Date \_\_\_\_\_  
Supervisor's name and title \_\_\_\_\_  
Described duties briefly \_\_\_\_\_  
Specific reason for leaving \_\_\_\_\_  
Starting salary \_\_\_\_\_ Ending salary \_\_\_\_\_

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You may contact: Present employer Yes \_\_\_\_\_ No \_\_\_\_\_  
Former employers Yes \_\_\_\_\_ No \_\_\_\_\_

If "no", please indicate which ones you do not wish us to contact.

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

**Personal References**

**Please do not include former employers or relatives.**

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Name and occupation \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

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Name and occupation \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

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Name and occupation \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

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You must attach a personal resume to this application and give any additional information or comments which you wish to have considered along with this application.

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

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I authorize the Appraisal District to make an investigation of all information in this application for employment unless noted otherwise. I release from all liability all companies and corporations supplying such information.

I give my permission to the Appraisal District to check my credit standing. I reserve the right to know the names and addresses of any investigative agencies used in order that I may learn the information contained in any report furnished the Appraisal District.

I understand that any false answers, statements, or implications made by me on this application or other required documents shall be considered sufficient cause for denial of employment or discharge.

I understand that if I need additional assistance, or assistive devices, to perform this job, I will inform the Appraisal District.

I understand that this is an application for employment and that no employment contract is being offered. I understand that if I am employed, such employment is for an indefinite period of time and that the Appraisal District can change wages, benefits, and conditions at any time.

I understand that I may be required to take a physical examination (may include drug screen) post offer and employment will be conditional upon passing such examination.

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Applicant's signature

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Date

**Mail application to: Carson County Appraisal District PO Box 970 Panhandle, TX 79068**

**Or e-mail application to: [beverlycasselberry@windstream.net](mailto:beverlycasselberry@windstream.net)**