

PAST EMPLOYMENT RECORD - Answer questions for each period of employment. Include military service. Failure to give complete information may result in rejection of your application. Begin with your present or last position. If more space is needed use a continuation sheet.

A.

Title of present or last position _____ Starting Salary _____ Last Salary _____

Name and title of supervisor _____ No. Employees supervised by you _____

Name of employer _____ Address _____ Phone _____

Date Employed			Duties _____ _____ _____
Date Separated			
Full-Time	Years	Months	

Reason for leaving _____

B.

Title of next position _____ Starting Salary _____ Last Salary _____

Name and title of supervisor _____ No. Employees supervised by you _____

Name of employer _____ Address _____ Phone _____

Date Employed			Duties _____ _____ _____
Date Separated			
Full-Time	Years	Months	

Reason for leaving _____

C.

Title of next position _____ Starting Salary _____ Last Salary _____

Name and title of supervisor _____ No. Employees supervised by you _____

Name of employer _____ Address _____ Phone _____

Date Employed			Duties _____ _____ _____
Date Separated			
Full-Time	Years	Months	

Reason for leaving _____

Please complete an Employment Continuation Sheet if you have additional paid or unpaid work experience.

References: In listing references, list persons who are not related to you who have knowledge of your qualifications for the position(s) for which you are applying, such as former co-workers, teachers, etc. Do not repeat names of supervisors you will list under Employment Records above.

- (A) Name _____ Address _____ Phone _____
- (B) Name _____ Address _____ Phone _____
- (C) Name _____ Address _____ Phone _____

CERTIFICATE OF APPLICANT

I certify that, to the best of my knowledge and belief, the statements given truly represent my background and experience. In addition I give the following AUTHORIZATION TO RELEASE INFORMATION: I hereby authorize my previous employers, personal references listed, and other persons or institutions shown on my application for employment to provide Wake County ABC Board any information requested.

Applicant's Signature _____ Date _____

THIS SPACE IS NOT TO BE FILLED IN BY APPLICANT

Date of Personal Interview _____ Interviewed by: _____

Remarks _____

EMPLOYED: Effective Date: _____ Department _____ Salary Grade and Step: _____