

Past Employment:

1. Name, Address and Telephone Number of Employer: _____

Employment Dates: From _____ To _____
Supervisor's Name: _____
What position did you hold? _____
Ending salary (please specify): _____ (hourly / weekly / monthly / yearly)
Specific duties and responsibilities: _____

Reason for leaving: _____

2. Name, Address and Telephone Number of Employer: _____

Employment Dates: From _____ To _____
Supervisor's Name: _____
What position did you hold? _____
Ending salary (please specify): _____ (hourly / weekly / monthly / yearly)
Specific duties and responsibilities: _____

Reason for leaving: _____

KNOWLEDGE / SKILLS / ABILITIES (KSA's):

List KSA's you possess and believe relevant to the position you seek, such as operating heavy equipment, computer skills, fluency in languages, etc.

BACKGROUND INFORMATION:

Have you ever been convicted of a FELONY or a FIRST DEGREE MISDEMEANOR? [] Yes [] No

If "YES", on what charges? _____
Where convicted? _____ Date of Conviction: _____

Have you ever pled NOLO CONTENDERE or pled GUILTY to a crime which is a FELONY or FIRST DEGREE MISDEMEANOR? [] Yes [] No

If "YES", on what charges? _____
Where convicted? _____ Date of Conviction: _____

Have you ever had the ADJUDICATION of GUILT withheld for a crime which is a Yes No
FELONY or FIRST DEGREE MISDEMEANOR?

If "YES", on what charges? _____

Where convicted? _____ Date of Conviction: _____

NOTE: A "YES" answer to these questions will not automatically bar you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered.

CITIZENSHIP:

The State of Florida hires only U.S. citizens and lawfully authorized alien workers. If a conditional offer of employment is made, you will be required to provide identification and proof of citizenship or authorization to work in the United States.

Are you legally eligible for employment in the United States? Yes No

EXEMPTION FROM PUBLIC RECORDS DISCLOSURE:

Are you a current or former law enforcement officer, other employee** or the spouse or child of one, who is EXEMPT from public records disclosure under § 119.07, F.S.? Yes No

** Other covered jobs include: Correctional and correctional probation officers, firefighters, certain judges, assistant state attorneys, state attorneys, assistant and statewide prosecutors, personnel of the Department of Revenue or local government whose responsibilities include revenue collection and enforcement or child support enforcement, and certain investigators in the Department of Children and Families [see § 119.07, F.S.].

CERTIFICATION:

I HEREBY CERTIFY that all statements made on this application are true, correct and complete to the best of my knowledge. I understand that if employed, any misstatement or omission of fact on this application shall be considered cause for dismissal.

I give the Employer the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the Employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

I understand that all employees of the State Attorney's Office are employees-at-will. Both the employee and the State Attorney's Office have the right to terminate employment at any time for any reason.

Signature Date

EEO SURVEY:

The following information is requested to aid the State Attorney's Office in its commitment to Equal Employment Opportunity and Affirmative Action. The information is used solely to help us comply with EEO reporting requirements.

- a. SEX: Male Female
- b. DATE OF BIRTH: _____
- c. RACE (Check [✓] one only):
 - White Black Hispanic
 - Asian or Pacific Islander American Indian or Alaskan Native
 - Other (specify): _____

OFFICE OF THE STATE ATTORNEY, FOURTH JUDICIAL CIRCUIT
Addendum to Application for Appointment

The Office of the State Attorney is a criminal justice agency within the definition of § 943.05, Florida Statutes. Therefore, employees/officers must report adult criminal history information regardless of whether such record has been sealed or expunged.

PLEASE COMPLETE THE FOLLOWING IN INK:

Have you ever been arrested for a crime which is a felony or a misdemeanor? [] Yes [] No

If "yes", on what charges? _____

Have you ever been convicted of a felony or a misdemeanor? [] Yes [] No

If "yes", on what charges? _____

What was the sentence? _____

Where convicted? _____

Date of conviction: _____

Have you ever pled Nolo Contendere or guilty or had adjudication of guilt withheld for a crime? [] Yes [] No

If "yes", to what charges? _____

What was the sentence? _____

Where convicted? _____

Date of conviction: _____

NOTE: A "Yes" answer to these questions will not necessarily bar you from employment. The nature, severity, and date of the offense in relation to the position for which you are applying will be considered.

I, _____, as a condition of employment, hereby authorize the Office of the State Attorney to request the Florida Department of Law Enforcement to conduct a background check. I am aware that any omissions, falsifications, misstatements, or misrepresentations above may be grounds for disciplinary action, up to and including dismissal. Additionally, I understand that I must disclose to my immediate supervisor any future arrests and/or convictions or adjudications of guilt withheld which may occur during my tenure with the Office, and that failure to do so may result in disciplinary action, up to and including dismissal.

Signature: _____

Date: _____