



Brown County Conservation District

524 Enterprise St. S, Suite 300
Aberdeen, SD 57401
Office: (605) 226-3360 x3
Cell: (605) 290-3596

Application for Seasonal/Intern Employment

DATA PRIVACY NOTICE: The information requested on this application is intended to be used by the Brown County Conservation District in determining suitability for employment for the position that you are currently seeking or may seek in the future. You are not legally required to provide any of the information on this form at this time. However, failure to provide complete, accurate information may result in the Brown County Conservation District being unable or unwilling to offer employment to you. The information on this application, which is classified as private data and will not be released outside the County without your consent except as necessary for tax purposes or otherwise required by state or federal law.

COMPLETE INFORMATION: You may complete portions of the application by marking it "see resume." You should, however, supply all of the information requested either on this form or in your resume.

APPLICATION INFORMATION:

Last Name: _____ First Name: _____ M.I.: _____ Date: _____

Street Address: _____ City: _____ State: _____ ZIP: _____

Phone: _____ E-mail Address: _____

Date Available: _____ SSN: _____ Desired Salary: _____

Position Applied For: _____

There are age restrictions on some duties. Are you under the age of 18? Yes ___ No ___

If yes, what is your age? _____

Are you a citizen of the United States? Yes ___ No ___ / If no, are you authorized to work in the US? Yes ___ No ___

Have you ever worked for this company? Yes ___ No ___ / If so, when? _____

Have you ever been convicted of a crime? Yes ___ No ___ / If yes, explain _____

EDUCATION:

High School: _____ Location: _____

From: _____ To: _____ Did you graduate? Yes ___ No ___

College: _____ Location: _____

From: _____ To: _____ Did you graduate? Yes ___ No ___ Degree _____

Other Education: _____ Location: _____

From: _____ To: _____ Did you graduate? Yes ___ No ___ Degree _____

REFERENCES: Please list three references.

Full Name: _____ Relationship: _____

Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Phone: _____

Address: _____

PREVIOUS EMPLOYMENT:

Company: _____ Phone: _____

Responsibilities: _____

Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes ___ No ___

Company: _____ Phone: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes ___ No ___

Company: _____ Phone: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? Yes ___ No ___

PRIOR EMPLOYMENT: Have you ever been discharged or forced to resign from prior employment? Yes ___ No ___

Disclaimer and Signature

I certify that the information given in this application form and attachments are true and complete to the best of my knowledge. I authorize Brown County Conservation District to investigate all statements made in this application, as necessary, to consider this application. I understand that giving false or misleading information in my application or interview(s) will disqualify me from consideration. I understand that if Brown County Conservation District hires me, I am subject to discharge if I provide false information or omit material information in connection with this application, regardless of when it is discovered.

I understand, acknowledge and agree that no offer of employment is valid or binding until formal approval by the Brown County Conservation District Board of Supervisors, and that until such approval, the Brown County Conservation District shall not be liable for any reliance or any oral or written offers of employment made to me.

In connection with this application, I hereby authorize any and all former employers, organizations where I have volunteered and references named in this application, or any agent thereof, to release to the Brown County Conservation District and its agents any and all information regarding my job performance and fitness/qualification to perform the position I am presently seeking and any other employment or related information, both public and private, in their possession. I understand that the Brown County Conservation District will use this information to determine my fitness/qualifications for the position I am seeking. This authorization expires one year from the date of my signature below.

APPLICANT SIGNATURE _____ **DATE:** _____