Print Form Reset Form

WEST VIRGINIA JUDICIARY APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religion, sex, age, disability, or national origin, or any other legally protected status. *(Please print below.)*

Position(s) Applied for | Office Location, County | Date of Application (__/__/__)

Last Name | First Name | Middle Name

Home Phone | Cell Phone | Home County

Home Address | City | State | Zip Code

EDUCATION

	High School	Undergraduate College/University	Graduate/Professional
School Name:			
Location (city/state):			
Years Completed:	☐ 1 ☐ 2 ☐ 3 ☐ 4	☐ 1 ☐ 2 ☐ 3 ☐ 4	☐ 1 ☐ 2 ☐ 3 ☐ 4
Diploma (degree and year):			
Indicate Course of Study or Major:			

State any additional educational information you feel may be helpful to us in considering your application:

List any relatives who currently work in the judicial branch, including their position, relationship to you, and office locations:

REFERENCES

Give name, address, and telephone number of three references who are not related to you and are not previous employers:

	Name	Address	Phone Number
1.			
2.			
3.			

APPLICANT'S STATEMENT AND RELEASE

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize an investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby authorize the employer to obtain information and records concerning my past employment, education, military service, and criminal background, if any, as well as information and records concerning my character and reputation. I hereby also authorize the release of all such records or reports, including information of a confidential or privileged nature, as well as photocopies of the same, to the employer in the West Virginia Judiciary. I hereby release the employer in the West Virginia Judiciary, and any person or organization providing any information, from any liability or claim for damage relating to furnishing the information specified above.

I understand that neither this document nor any offer of employment from the employer constitute an employment contract unless a specific document to that effect is executed by the employer and employee in writing.

EMPLOYMENT EXPERIENCE

List your employment experience for the past five years, starting with your present or last job. Include any job-related military service assignments. You may exclude organizations which indicate race, color, religion, gender, national origin, disability or other legally protected status. *(If you need additional space, continue on a separate sheet of paper.)*

Employer _____ From: ___/___/___ To: ___/___/___ Dates of Service

Job Title _____ Telephone Number _____ Starting: $_____ Final: $_____ Hourly Rate/Salary

Employer's Address _____

Work Performed _____

Reason for Leaving _____

Employer _____ From: ___/___/___ To: ___/___/___ Dates of Service

Job Title _____ Telephone Number _____ Starting: $_____ Final: $_____ Hourly Rate/Salary

Employer's Address _____

Work Performed _____

Reason for Leaving _____

Signature of Applicant: _____ Date: _____

For AO Use Only:

Investigation Authorized By (print name and title): _____

Signature: _____ Date: _____