



## EMPLOYMENT APPLICATION

Fill Out Completely. Type or Print In Ink

Des Moines County Communications  
 (DESCOM)  
 1401 W Agency Road Suite 070  
 West Burlington, Iowa  
 52655

Date	Email Address: If available
Position Applied For:	

Name: Last	First	Middle	Social Security No.	Home Phone No.
Address: No. & Street			City	State
			Zip Code	Message: Name/Phone
				Cell Phone No.

### EDUCATION

Cite Specialized Training Other Than Formal Education On Reverse Side

<b>High School</b>	Name of School	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No	G.E.D.: <input type="checkbox"/> Yes <input type="checkbox"/> No
	Address: No. & Street		City
		State	Zip Code
		Vocational Program	
<b>College</b>	Name of College	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No	Degree
	Address: No. & Street		City
		State	Zip Code
		Major	
<b>Other Schools</b>	Name of Institution	Graduated: <input type="checkbox"/> Yes <input type="checkbox"/> No	Degree or Certificate
	Address: No. & Street		City
		State	Zip Code
		Major/Type of Program	

### EMPLOYMENT HISTORY

List **ALL** Positions Held In Reserve Order, Present (or most recent) Job First

<b>Present Job</b>	Name of Employer	Type of business		
	Date of Hire: Mo/Day/Yr.	Address: No. & Street		City
		State	Zip Code	Company Phone No.
Your Position	Nature of Duties			
Supervisors: Name		Title		Reason for Seeking New Employment
<b>Previous Job</b>	Name of Employer	Type of business		
	Date of Hire: Mo/Day/Yr.	Address: No. & Street		City
		State	Zip Code	Company Phone No.
Your Position	Nature of Duties			
Supervisors: Name		Title		Reason for Seeking New Employment
<b>Previous Job</b>	Name of Employer	Type of business		
	Date of Hire: Mo/Day/Yr.	Address: No. & Street		City
		State	Zip Code	Company Phone No.
Your Position	Nature of Duties			
Supervisors: Name		Title		Reason for Seeking New Employment

Continued On Reverse Side

<b>Previous Job</b> Date of Hire: Mo/Day/Yr.	Name of Employer	Type of business		
	Address: No. & Street	City	State	Zip Code
Your Position	Nature of Duties			
Supervisors: Name	Title	Reason for Seeking New Employment		
<b>Previous Job</b> Date of Hire: Mo/Day/Yr.	Name of Employer	Type of business		
	Address: No. & Street	City	State	Zip Code
Your Position	Nature of Duties			
Supervisors: Name	Title	Reason for Seeking New Employment		

**OTHER INFORMATION**

<b>Military</b>	Branch	Rank	Duties
	Discharge: <input type="checkbox"/> Honorable <input type="checkbox"/> Other (Explain Below)		
<b>Qualifications And Skills</b>	Current License: <input type="checkbox"/> Driver <input type="checkbox"/> Commercial Driver License <input type="checkbox"/> Chauffer <input type="checkbox"/> None	License Ever Suspended or Revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	No.: _____ State: _____	Date: _____	Reason: _____
Ever Convicted of A Crime (except minor traffic violations)? <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>	<input type="checkbox"/>
Dates: _____	Offenses: _____		
List Any Specialized Training, Certificates or Achievements: _____			
How did you hear about this employment opportunity?			
Do you have any relatives or friends currently employed by the DESCOM? <input type="checkbox"/> Yes (List names) <input type="checkbox"/> No			
Have you reviewed the job description or posting for the position sought?			

**REFERENCES**  
(List Three)

Name:	Address:	Phone:
Name:	Address:	Phone:
Name:	Address:	Phone:

**DESCOM Does Not Discriminate On the Basis of Race, Color, National Origin, Sex, Sexual Orientation, Gender Identity, Religion, Age, or Disability in Employment or the Provision of Services.**

*I hereby certify that the answers given and statements made by me on this Employment Application are true & correct & that there are no material omissions. I authorize my present and former employers to give DESCOM officials any information regarding me or my performance and release such employers, including their representatives & their companies, from all liability from damage for providing requested information. I understand that should investigation disclose misrepresentation or falsification, I will be dismissed immediately, my application will be rejected and I will be disqualified from making future application with DESCOM.*

*I understand that any employment offered by the DESCOM is "employment at will" & I may be terminated for any reason not violative of law (or a collective bargaining agreement where applicable). I understand my driving and any criminal records may be checked and I agree to submit to a pre-employment physical examination at the employer's expense following a conditional offer of employment. I also understand that the DESCOM has a strict policy against illegal drug involvement by employees that can result in immediate disqualification or dismissal from employment for any such illicit activities occurring on or off the job. You may be subject to random drug testing. I also understand the DESCOM strictly enforces the Iowa Smokefree Air Act and employees violating said Act are subject to discipline, up to and including discharge.*

<b>Read the Above Statement Carefully!</b>	Date	Signature of Applicant
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