

Colorado County Appraisal District
 Phys: 106 Cardinal Lane
 Mailing: PO Box 10
 Columbus, TX 78934
 (979) 732-8222

APPLICATION FOR EMPLOYMENT WITH THE COLORADO COUNTY APPRAISAL DISTRICT

Read and answer the twelve sections carefully and complete.

1. Applicant Information

Name (Last, First, Middle Initial)	Telephone Number (<i>area code and number</i>)
	Daytime Evening
Current Mailing Address (<i>number, street or PO Box</i>)	
Street address if different from above	
City	State Zip code
Social Security Number:	Texas Driver's License Number:

2. Education and Training

Name of School, City, State	Dates Attended Mo/Yr to Mo/Yr	Major / Minor	Semester Hours Earned	Type of Diploma or Degree Awarded

3. List any other training, certifications, qualities, or attributes you consider relevant, including offices held, awards, honors, professional memberships, licenses, etc

a.	b.
c.	d.
e.	f.
g.	h.

4. Employment History

Present/Most Recent Employer	Position
Address	Dates Employed (From mo/yr to mo/yr)
Supervisor's Name	Supervisor's Title
Number of Employees Supervised	Reason for Leaving
Directly Indirectly	
Summary of Duties	

Present/Most Recent Employer	Position
Address	Dates Employed (From mo/yr to mo/yr)
Supervisor's Name	Supervisor's Title
Number of Employees Supervised	Reason for Leaving
Directly _____ Indirectly _____	
Summary of Duties	

Present/Most Recent Employer	Position
Address	Dates Employed (From mo/yr to mo/yr)
Supervisor's Name	Supervisor's Title
Number of Employees Supervised	Reason for Leaving
Directly _____ Indirectly _____	
Summary of Duties	

5. Questionnaire

Please check "Yes" or "No". If you are not sure, write "not sure". Answers to these questions may or may not disqualify you from employment with the Colorado County Appraisal District.

1. Do you reside in Colorado County?..... Yes No
2. Are you a former employee of an Appraisal District?..... Yes No
3. Are you currently a member of a governing body or an officer of a local government in Colorado County?..... Yes No
4. Are you currently employed, part-time, by a local government in Colorado County?..... Yes No
5. Is anyone who is related to you by blood or marriage employed by the Colorado County Appraisal District?..... Yes No
6. Do you have a spouse, parent, child, son-in-law, daughter-in-law, grandparent, grandchild, brother or sister, spouse of a brother or sister, stepchild, stepparent, father-in-law, mother-in law, or a brother or sister of your spouse who is a member of the Board of Directors of the Colorado County Appraisal District?..... Yes No
7. Are you presently under a criminal charge or indictment or have previously been convicted of a felony or a misdemeanor involving moral turpitude?..... Yes No
 - ▶ If yes please explain: _____
8. Have you ever been convicted of a felony of any kind?..... Yes No
 - ▶ If Yes, explain: _____
9. May we contact your present or former employer(s)?..... Yes No
10. Are you a U.S. Citizen?..... Yes No
 - ▶ If you answered "No" to Question 10, are you eligible to be employed under a visa or entry permit?..... Yes No

9. Optional Statement

Briefly state why you should be considered for employment with the Colorado County Appraisal District.

10. Acknowledgment

If I, _____ (Print Name), am offered employment with the Colorado County Appraisal District,

I acknowledge that I must register and obtain certification with the Texas Department of Licensing and Regulation (TDLR) within the allotted time given by TDLR in order to maintain employment with the Colorado County Appraisal District.

I understand that with my registration and certification with TDLR, I will be required to attend courses and training out of town with overnight stay. (Paid by the Appraisal District)

I understand that if I am employed as an appraiser that I will be required to do field work that often times require walking long distances and traversing uneven terrains.

I further acknowledge that as a condition of my employment I will adhere to the State laws, rules and regulations governing appraisal districts to include but not limited to: the Texas Constitution; Texas Property Tax Code; Texas Comptroller of Public Accounts; Texas Department of Licensing and Regulation or its successor agency.

11. Disclaimer

The Colorado County Appraisal District is an Equal Opportunity Employer. Employment with the Colorado County Appraisal District does not constitute contractual employment. Employment with the Colorado County Appraisal District is considered **at-will employment**.

12. Signature and Affirmation

I have read this application and acknowledgment carefully. The information I have given in it is true and correct to the best of my knowledge and belief. I understand that omitting or misrepresenting information could result in failure to consider this application. I also understand that it is a criminal violation to make a false statement on this application.

I affirm that the information contained in this application and all attachments, if any, is accurate and complete to the best of my knowledge and belief and authorize the Colorado County Appraisal District to verify the statements I have made. I further affirm that, to the best of my knowledge and belief, I am not disqualified by law from accepting an employment with the Colorado County Appraisal District.

Printed Name

Applicant Signature

Date

***You may attach your resumé or your curriculum vitae to this application.**

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Fax: (979) 732-6485 or 733-0390

Name	Social Security Number
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I, _____, hereby authorize any investigator or duly accredited representative of the Colorado County Appraisal District bearing this release to obtain any information from schools, employers, criminal justice agencies, or individuals relating to my activities. This information may include, but is not limited to academic, achievement, performance, attendance, personal history, disciplinary and conviction records. I hereby ask you to release such information upon request of the bearer. I understand that the information released is for official use by the Colorado County Appraisal District and may be disclosed to such third parties as necessary in the fulfillment of official responsibilities.

I hereby release and hold harmless any individual, including record custodians, from any and all liability for damages of whatever kind or nature which may at any time result to me on account of compliance, or any attempts to comply, with this authorization.

 Applicant's Signature

 Date

To Be Completed by Employer					
Company Name			Position Held		
Employment Dates From To			Eligible for Rehire Yes No		
Explanation					
Performance Rating	Excellent	Good	Fair	Poor	Comments
Attendance					
Work Habits					
Quality of Work					
Quantity of Work					
Initiative					
Cooperation					
Completed By		Position		Date	