



Teton County Idaho

150 Courthouse Drive, Driggs, ID
Phone: 1-208-354-8780 ♦ Fax: 1-208-354-8410
www.tetoncountyidaho.gov

Thank you for your interest in employment with Teton County.

Please read the following information before completing your application.

- Applications are only accepted for open positions and are kept active for 3 months
- Complete a separate application for each position for which you are applying
- Attach a personal resume and cover letter outlining your qualifications.
- Answer all questions fully and accurately
- If you need reasonable help in and/or completing the County's application process, please contact Teton County Human Resources (208-354-8780).

Employment Application

Applicant Information

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

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Date Available: _____ Desired Salary: \$ _____

Position Applied for: _____

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever worked for Teton County? YES ☐ NO ☐ If yes, when? _____

Do you have a relative working for the County? YES ☐ NO ☐ Have you ever been convicted of a felony? YES ☐ NO ☐

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Type of Discharge: _____

If other than honorable, explain: _____

Disclaimer and Signature

- I certify that the information in this application is true, complete and correct to the best of my knowledge.
- I understand that any falsification or omission of information may disqualify me from further consideration and may be considered justification for termination if discovered at a later date.
- I have read the job description for the position in which I am applying and certify that I am able to perform the primary job responsibilities, with or without reasonable accommodations.
- I authorize Teton County to conduct or have conducted a background investigation, relevant law enforcement related checks, reference checks, educational verification, and, if applicable, a motor vehicle records check.
- I understand that Teton County is a drug free workplace, and that if I am offered employment, the offer may be contingent on my passing a pre-employment drug test.
- I authorize persons, schools, current employer and previous employers named in this application to release information to Teton County, and I release them from any liability, claims or damages of any nature that may result from furnishing the information requested.
- Upon hire, I agree to comply with all county rules, policies, standards, and/or procedures applicable to my position of employment.
- If hired by Teton County, I understand that I will be an AT-WILL employee and may be terminated at any time without cause or reason.
- I understand that this is an application for employment, and that no employment contract, expressed or implied, is being offered.
- I have read and understand the statements above. (Signature does not necessarily indicate agreement.)

Signature: _____ Date: _____

Teton County is an equal opportunity employer. It is our policy to hire and promote persons regardless of age, race, sex, color of skin, disability, religion, or national origin. Teton County complies with the Americans with Disabilities Act (ADA) and, upon request, makes reasonable accommodations for persons with a qualifying disability. Teton County will accord preference to employment of veterans of the U.S. Armed Services in accord with provisions of Idaho Code § 65-502 or its successor. In the event of equal qualifications for an available position, a veteran or family member who qualifies for preference pursuant to Idaho Code § 65-502 or its successor will be employed.