



**WALLER COUNTY APPRAISAL DISTRICT
APPLICATION FOR EMPLOYMENT**

PERSONAL INFORMATION – NAME MUST BE AS IT APPEARS ON SOCIAL SECURITY CARD

Name: Last		First	Middle	Date
Name as recorded on birth certificate:			Social Security Number:	
Permanent address: Number	Street	City	State	ZIP Code
Present address: Number	Street	City	State	ZIP Code
Telephone Number	Emergency Telephone Number		Driver's License Number	
Cell Phone Number			E-Mail Address	

POSITION(S) DESIRED: CHECK THE APPROPRIATE BOXES.

<input type="checkbox"/> Chief Appraiser	<input type="checkbox"/> Personal Property Appraiser
<input type="checkbox"/> Deputy Chief Appraiser	<input type="checkbox"/> Field Appraiser
<input type="checkbox"/> Director of Appraisal	<input type="checkbox"/> Personal Property Lead Appraiser
<input type="checkbox"/> Support Personnel	<input type="checkbox"/> Commercial Appraiser
<input type="checkbox"/> Bookkeeper	<input type="checkbox"/> Mapping Support
Have you had prior working experience in a position for which you have applied? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If "yes," explain:	
Do you have experience working directly with the public? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you speak a language in addition to English? <input type="checkbox"/> Yes <input type="checkbox"/> No If "yes," please specify:	

EDUCATIONAL INFORMATION

School Name	Location	Course of Study	Number of Years Attended, GED, Degree
High School			
College			
Business/Trade School			
Other			

REFERENCES – EMPLOYMENT

LIST MOST RECENT EXPERIENCE FIRST. INCLUDE DATES OF ALL POSITIONS HELD. IF MORE SPACE IS NEEDED, PLEASE LIST ADDITIONAL INFORMATION ON AN ATTACHED SHEET OF PAPER. IF YOU WERE EMPLOYED UNDER A DIFFERENT NAME, GIVE NAME USED.

CURRENT EMPLOYER **YES** **NO** **PLEASE DO NOT CONTACT EMPLOYER UNTIL AFTER INTERVIEW**

Employer		Telephone Number		
Address	Street	City	State	ZIP Code
Supervisor		Type of Work		
Employment Dates: From:		To:	Reason for Leaving	

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REFERENCES – PERSONAL

INCLUDE PEOPLE, OTHER THAN RELATIVES, WHO HAVE KNOWLEDGE OF YOUR CHARACTER, PERSONALITY, SCHOLARSHIP, AND WORKING ABILITY. PLEASE INCLUDE THREE REFERENCES.

Name: Last		First	Years Known
Address: Street		City	State ZIP Code
Telephone Number		Occupation	

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GENERAL INFORMATION

<p>Have you filed an application with the Waller County Appraisal District before? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "yes" Date: Month _____ Year: _____</p>
<p>Have you ever worked for the Waller County Appraisal District before in any capacity? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "yes" Position: _____ Dates: _____</p>
<p>Do any members of your immediate family or other relatives serve on the WCAD Appraisal Review Board or the WCAD Board of Directors? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "yes" Name: _____ Relationship: _____</p>
<p>Do you have any relative(s) working for WCAD? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "yes" Name: _____ Position: _____</p>
<p>Have you ever been terminated or asked to resign by a previous employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "yes" Explain: _____</p>
<p>Have you ever resigned to avoid termination? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "yes" Explain: _____</p>

<p>Have you ever been convicted of any crime? (This includes DWI) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If “yes” Explain:</p>
<p>Have you ever been convicted of a felony or any crime involving moral turpitude** and received probation? <input type="checkbox"/> Yes <input type="checkbox"/> No If “yes” Explain:</p>
<p>Has any court ever received a plea of guilty or a plea of nolo contendere from you for any offense?*** <input type="checkbox"/> Yes <input type="checkbox"/> No If “yes” Explain:</p>
<p>Has any court ever deferred proceedings without entering a finding of guilty, and placed you on probation? <input type="checkbox"/> Yes <input type="checkbox"/> No (This includes deferred adjudication)</p>
<p>Has any court ever placed you on probation for any offense? *** <input type="checkbox"/> Yes <input type="checkbox"/> No If “yes” Explain:</p>

**Moral turpitude is defined as an act of baseness, vileness or depravity in the private and social duties which a person owes another member of society in general and which is contrary to the accepted rules of right and duty between persons. Crimes involving moral turpitude include, but are not limited to theft, attempted theft, murder, rape, swindling and indecency with a minor.

***The WCAD will review the nature of the offense, the date of the offense, and the relationship between the offense and the position for which the person is applying before making a determination concerning impact upon consideration for employment.

APPLICANT STATEMENT

INCLUDE ADDITIONAL INFORMATION WHICH WOULD BE SIGNIFICANT TO YOUR APPLICATION AND WHY YOU WISH TO WORK FOR THE WALLER COUNTY APPRAISAL DISTRICT.

SIGNATURE

DATE

DISTRICT USE ONLY

INTERVIEW DATA

<i>Interviewer</i>	<i>Date</i>	<i>Comments</i>

CREDENTIALS

References	Date Requested	Date Received

CRIMINAL HISTORY/BACKGROUND CHECK

First inquiry	Date Cleared
National Search	Date Cleared

UPDATE LETTER SENT

YES	NO	DATE
<input type="checkbox"/>	<input type="checkbox"/>	