

BINGHAM COUNTY EMPLOYMENT APPLICATION

501 NORTH MAPLE STREET #202, BLACKFOOT, IDAHO 83221

Bingham County is an Equal Opportunity Employer. Equal access to programs, services, and employment is available to all persons. Applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the Human Resource Department.

All information must be legible with specific emphasis on the email address as that will be the main method to notify you we have received this part of the application and provide instructions on how to complete the main application which is done on line.

Name:	Social Security #:	
Address:	City:	Zip:
Telephone #:	Message/Cell #:	
Email Address:	Date of Application:	
Position(s) applied for:		
Referral Source: (Please name source)		

Applicant:

Thank you for applying with Bingham County's Sheriff's Office. Through this process we will be testing and evaluating you as a candidate. It is very important to list the position you are applying for as each position has different criteria we are looking for.

As a result, after this document along with the second page Notarized Consent to release Personal records and information, you will receive an email with a link whereby you can create an account and complete the main application. This is also referred to as your personal history questionnaire. As part of this you will be required to upload the following photo and documents.

- Recent photo of yourself (Headshot. No profile photo).
- Clear copy of your driver's license.
- Copy of High school Diploma, GED or Transcripts
- Copy of Birth Certificate

Please have these documents ready to upload into the system. You must complete the entire Personal History Questionnaire within one week (seven days) from the time you received the link into the system unless additional time has been granted by the Bingham County Sheriff's Office. If you have any problems, issues or questions please contact:

For Detention: Lt Darrell Fellows 208-782-3060
 For Dispatch/Patrol: Lt Jeremy Hook 208-782-3038

Once applications have been closed/and or your seven days have elapsed, the ability to submit or update an application may not be possible if the testing process has moved to a different phase. Complete your personal History Questionnaire as quickly as possible.

**BINGHAM COUNTY DEPARTMENT OF HUMAN RESOURCES
501 NORTH MAPLE #202, BLACKFOOT, IDAHO 83221
CONSENT TO RELEASE PERSONAL RECORDS AND INFORMATION**

Last Name:	First Name:	Middle Name:	Date of Birth:
Place of Birth:	State:	Country:	Gender:
Other Names Used:		SSN:	

I, _____, do hereby authorize a review and full disclosure of all records, or any part thereof, concerning me, by and to ANY authorized agent from any department in Bingham County whether the said records are public, private, or confidential nature.

The intent of this consent is to give my authorization of full and complete disclosure of the records of educational institutions, previous and current employment and pre-employment records, including credit and criminal background reports, efficiency ratings, complaints or grievances by me or against me, salary records, records of complaint, arrest, trial and/or convictions for alleged or actual violations of the law, including criminal, civil and/or traffic records.

The intent of this authorized consent is to provide full and free access to the background and history of my personal life, for the specific purpose of pursuing a background investigation which may provide pertinent data for the Bingham County Department of Human Resources to consider in determining my suitability for employment by any department in Bingham County. It is my specific intent to provide access to personal information, however personal or confidential it may appear to be, and the sources of the information specifically identified herein.

I understand that any information obtained by a personal history background investigation which is developed directly or indirectly, in whole or in part, upon this release consent authorization will be considered in determining my suitability for employment by the Bingham County Department of Human Resources, and I understand that all materials pertaining to this background investigation become the property of the Bingham County Department of Human Resources and will not be returned to me.

I agree to indemnify and hold harmless the persons to whom this request is presented and his agents and employees, from and against all claims, damages, losses, expenses, including reasonable attorney's fees, arising out of or by reason of complying with this request. I further understand that in the event my application is disapproved, the sources of confidential information will not be revealed to me.

Consumer Report Notice: A consumer report and/or investigative consumer report including information concerning your character, employment history, general reputation, personal characteristics, police record, education, qualifications, and motor vehicle record, mode of living and/or credit and indebtedness may be obtained by Bingham County. **A consumer report, drug screening and/or an investigative consumer report may be obtained at any time during the application process or during your employment with Bingham County.** A consumer report containing injury and illness records and medical information may be obtained after a tentative offer of employment has been made. Upon timely written request of the Department of Human Resources of Bingham County, and within 5 days of the request, the name, address and phone number of the reporting agency and the nature and scope of the investigative consumer report will be disclosed to you. Before any adverse action is taken, based in whole or in part on the information contained in the consumer report, you will be provided with a copy of the report, the name, address, and telephone number of the reporting agency, and a summary of your rights under the Fair Credit Report Act.

A photocopy of this release form will be valid as an original hereof, even though the said photocopy does not contain an original writing of my signature.

Please DO NOT sign this form until your signature can be witnessed by a Notary Public.

DATED this _____ day of _____, _____

Signature (including Maiden Name)

SUBSCRIBED AND SWORN TO before me, a Notary Public in the State of Idaho, this _____ day of _____.

Notary Public of Idaho _____

Residing at _____

My Commission Expires _____