|  |  |
| --- | --- |
| **St. Louis County Board of Election Commissioners**  725 Northwest Plaza Dr  St. Ann, MO 63074  314-615-1812 |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Note: Missouri Statutes 115.045 and 115.047 require that all employees be registered voters and residents of St. Louis County for at least one year prior to employment, and that the St. Louis County Election board employ an equal number from the two major political parties. Applicants who are not registered voters within St. Louis County, or who fail to declare a political party affiliation will not be considered for any positions the Election Board may have available.** | | | | | | | | | | | | | | | | |
| Applicant Information | | | | | | | | | | | | | | | | |
| Last Name |  | | | | First  Name | |  | | | | | | M.I. | | Date |  |
| Street Address | |  | | | | | | | | | Apartment/Unit # | | |  | | |
| City |  | | | | State | | | |  | | | | ZIP | | |  |
| Phone |  | | | | E-mail Address | | | |  | | | | | | | |
| Date of Birth | |  | Social Security No. | | | | |  | | | | Desired Salary | | |  | |
| Position Appling for | | |  | | | | | | | | Date Available | |  | | | |
| Type of employment desired | | | Full Time | | | Temporary | | | Summer | | | | | |  | | |
| Are you a citizen of the United States? | | | YES | | | NO | | |  | | | | | | | |
| Have you ever worked for this St. Louis County Government? Please note: This includes being employed in any full-time or temporary capacity as well as serving on election days. | | | YES | | | NO | | | If so, when? Position? | | | |  | | | |
| Have you ever been discharged from a position, terminated or forced to resign? | | | YES | | | NO | | | If yes, explain | | | |  | | | |
| Have you ever been convicted of a felony? | | | YES | | | NO | | | If yes, explain | | | |  | | | |
| Is a charge pending against you for any offense by either civil or military authorities? | | | YES | | | NO | | | If yes, explain | | | |  | | | |
| Do you have a valid Missouri Driver’s license? | | | YES | | | NO | | | If yes, expiration date and number | | | |  | | | |
| Are you able to perform the essential functions of the position for which you are applying (with an accommodation, if necessary)? | | | YES | | | NO | | |  | | | | | | | |
| Are you a registered voter in St. Louis County? | | | | YES | | | NO | | | How long have you lived in St. Louis County? | | | | | |  |
| With which political party are you affiliated? | | |  | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Education | | | | | | | | |
| High School |  | | | | Address |  | | |
| From |  | To |  | Did you graduate? | YES | NO | GED | YES  NO |
| Post-Secondary |  | | | | Address |  | | |
| From |  | To |  | Did you graduate? | YES | NO | Degree |  |
| Other |  | | | | Address |  | | |
| From |  | To |  | Did you graduate? | YES | NO | Degree |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Previous Employment | | | | | | | | | | | | | |
| Begin with your current or most recent employment. Résumés are acceptable for supplemental information only. | | | | | | | | | | | | | |
| 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 | | | |  | | | | | | | | | | | | |
| References | | | | | | | | | | | | | | |
| Please list three professional references. | | | | | | | | | | | | | | |
| Full Name |  | | | | | | Relationship | | | | |  | | |
| Company |  | | | | | | Phone | | | | |  | | | |
| Address |  | | | | | | | | | | | | | |
| Full Name |  | | | | | | Relationship | | | | |  | | |
| Company |  | | | | | | Phone | | | | |  | | |
| Address |  | | | | | | | | | | | | | |
| Full Name |  | | | | | | Relationship | | | | |  | | |
| Company |  | | | | | | Phone | | | | |  | | |
| Address |  | | | | | | | | | | | | | |
| POLITICAL REFERENCES | | | | | | | | | | | | | | |
| Please provide 2 references affiliated with the same party as declared on this application. | | | | | | | | | | | | | | |
| Name |  | | | | Address |  | | | Phone Number | |  | | | | | |
| Name |  | | | | Address |  | | | Phone Number | |  | | | | | |
| Disclaimer and Signature | | | | | | | | | | | | | | | | |
| I certify that all information on this application and any attachments are true to the best of my knowledge, and I authorize investigations of all statements. I understand that any misstatements of material face herein may care my application to be rejected, or my employment terminated. | | | | | | | | | | | | | | | | |
| Signature | |  | | | | | | | | Date | | |  | | | |
|  | | | | | | | | | | | | | | | | |

|  |
| --- |
| **EQUAL EMPLOYMENT OPPORTUNITY POLICY**: The policy of the St. Louis County Board of Election Commissioners is to support fair and equitable employment opportunities for all persons regardless of race, color, religion, sex, national origin, age, disability/handicap condition, sexual orientation, gender identity, marital status, or veterans' status. |