

STATE OF ALABAMA  
DEPARTMENT OF VETERANS AFFAIRS

Cemetery Caretaker

APPLICATION FOR EMPLOYMENT

Date \_\_\_\_\_

"AN EQUAL OPPORTUNITY EMPLOYER"

A. Applying for Cemetery Caretaker position in Baldwin County.

B. Full name \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_  
                    First                    Middle                    Last

Current Address \_\_\_\_\_  
                    Street or Route                    City                    State                    Zip Code  
Legal Residence \_\_\_\_\_ Telephone # Home \_\_\_\_\_  
                    County                    State                    Work \_\_\_\_\_

**THE FOLLOWING IS REQUIRED FOR GOVERNMENTAL REPORTING AND RECORDKEEPING PURPOSES:**

SEX (Check One)                      RACE (Check One)  
1|  Male                      1|  White                      3|  Hispanic                      5|  American Indian/Alaskan Native  
2|  Female                      2|  Black                      4|  Asian/Pacific Islander                      6|  Other

I am a registered voter in \_\_\_\_\_ County.

Do you have previous service with the State of Alabama? ( ) Yes ( ) No If Yes, TRS ( ) ERS ( ) Last Department/ Agency employed by and date of employment \_\_\_\_\_

I. If you need special aids and/or services in order to accommodate a disability or health problem, (e.g., interpreters or reading devices), please indicate these requirements in the space below:

\_\_\_\_\_

Have you ever been involuntarily terminated, discharged, forced or asked to resign, from any job or employment?  
( ) Yes ( ) No If you answered Yes to the above question, attach an explanation on a separate sheet noting any mitigating or extenuating circumstances.

NOTE: A CRIMINAL CONVICTION WILL NOT NECESSARILY BE A BAR TO CONSIDERATION FOR EMPLOYMENT. THE DISCLOSURE OF A MISDEMEANOR CONVICTION WILL NOT AUTOMATICALLY RESULT IN DISQUALIFICATION. CRIMINAL HISTORIES MAY BE SUBMITTED TO THE ALABAMA BUREAU OF INVESTIGATION FOR VERIFICATION. FAILURE TO DISCLOSE A CONVICTION MAY BE CONSIDERED AS GROUNDS FOR DISQUALIFICATION. FOR THESE REASONS, APPLICANTS SHOULD BE CAREFUL TO DISCLOSE ALL CRIMINAL CONVICTIONS IN THE SPACE BELOW:

II. Have you even been convicted of a misdemeanor or criminal offense? ( ) Yes ( ) No

If you answered Yes to the above question, list in the space below all prior misdemeanor and felony convictions and any extenuating or mitigating circumstances regarding such convictions. If necessary, you may use a separate sheet or sheets and attach to application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. EDUCATION:  
Highest grade completed: \_\_\_\_\_ Number of years college completed: \_\_\_\_\_

Special training: \_\_\_\_\_

Special skills relating to job sought: \_\_\_\_\_  
\_\_\_\_\_

D. List the name, address, and telephone numbers of 3 personal references other than your present employer:

Name	Address	Telephone Number

E. Work History - This section must be completed regardless of whether or not a resume' is attached. (List last 3 employers, beginning with most recent):

	<u>From</u>	<u>To</u>	<u>Ending Rate of Pay</u>	<u>Reason for Leaving</u>
1. <u>Current Employer</u>				
a.	_____			
b. Address and Phone No.	_____			
c. Supervisor _____	Phone # _____			
2. <u>Previous Employer</u>				
a.	_____			
b. Address and Phone No.	_____			
c. Supervisor _____	Phone # _____			
3. <u>Previous Employer</u>				
a.	_____			
b. Address and Phone No.	_____			
c. Supervisor _____	Phone # _____			

F. I understand that any false, or misleading information furnished by me on this application form or in connection with my application for employment may result in rejection of the application.

\_\_\_\_\_  
Signature of Applicant

Return completed application and Resume' to:

Alabama State Veterans Cemetery  
Attn: Tony Ross  
34904 Alabama Highway 225  
Spanish Fort, AL 36577