



An Equal Opportunity Employer

BEXAR APPRAISAL DISTRICT
411 North Frio St.
San Antonio, Texas 78207
www.bcad.org

APPLICATION FOR EMPLOYMENT

Applicants are considered for all positions without regard to race, color, creed, religion, sex, national origin, citizenship (if lawfully entitled to work in United States) age, veteran or reserve status, political affiliations or beliefs or the presence of a non-job related medical condition or disability or any other status protected under local, state or federal law.

The application must be fully completed. When a question is not applicable, insert N/A. Do not leave questions blank.

Name (Last) (First) (Middle) Date

Address (Street) (City) (State) (Zip Code)

Telephone (Personal) (Alternate) E-Mail Address

Position Applied For

Are you related to any person presently employed at the Bexar Appraisal District or any member of the Board of Directors?

(Name) (Department) (Relationship)

Are you at least 18 years of age? YES NO

Have you filed an application here before? NO IF YES, date

Have you ever been employed here before? NO IF YES, date

Are you employed now? YES NO

Are you legally eligible to obtain and maintain employment in the United States? YES NO (If offered employment, you will be required to provide documentation to verify eligibility)

On what date would you be available for work?

Are you available to work: Full Time Evenings Overtime

(For driving positions only) Do you have a valid Texas driver's license? YES NO

Driver's License # Expiration Date State

Have you been convicted of any moving violations in the past 3 years? YES NO

If yes, please indicate the date and type of moving violation

Have you ever been convicted of, placed on deferred adjudication for, any misdemeanor or felony, other than a minor traffic violation? **(Answering "yes" is not an automatic bar to employment, but will be considered in relation to specific job requirements.)**      YES      NO

If yes, please explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Have you ever been fired or asked to resign from a job?      YES      NO

If yes, please explain \_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\*

Are you a veteran of the U.S. military service?      YES      Branch: \_\_\_\_\_

NO

**Indicate what foreign languages you speak, read, and/or write:**

	FLUENTLY	GOOD	FAIR
SPEAK			
READ			
WRITE			

**EDUCATION: LIST LAST HIGH SCHOOL, TECHNICAL/TRADE SCHOOL AND ALL COLLEGES**

	High School	College/Univ.	Graduate	Other
Name:				
Address:				
Diploma/Degree				
Hours Attained				
Course of Study				
Honors Received				

Indicate any professional licenses or special skills you possess including word processing, computer software applications, etc:

---

---

---

List professional, trade, business, or civic activities and offices held. (Exclude those which indicate race, color, religion, sex or national origin)

---

---

---

**PREVIOUS EMPLOYMENT:** List all employment experience for the last 10 years (or last 4 employers). Begin with your most recent position and work back. Provide sufficient qualifying experience data. Please explain all periods of unemployment exceeding 90 days.

May we contact: Your present employer: \_\_\_\_\_ Your former employer(s)? \_\_\_\_\_

From _____ To _____ Job Title _____ Salary _____ (Month/Year) (Month/Year)
Employer _____ Address _____
Description of Work _____ _____
Reason for Leaving _____
Name of Supervisor _____ Phone Number _____

From _____ To _____ Job Title _____ Salary _____ (Month/Year) (Month/Year)
Employer _____ Address _____
Description of Work _____ _____
Reason for Leaving _____
Name of Supervisor _____ Phone Number _____

**EMPLOYMENT HISTORY (CONTINUED)**

From _____ To _____ Job Title _____ Salary _____ (Month/Year) (Month/Year)
Employer _____ Address _____
Description of Work _____ _____
Reason for Leaving _____
Name of Supervisor _____ Phone Number _____

From _____ To _____ Job Title _____ Salary _____ (Month/Year) (Month/Year)
Employer _____ Address _____
Description of Work _____ _____
Reason for Leaving _____
Name of Supervisor _____ Phone Number _____

*If you need additional space, please continue on a separate sheet of paper.*

**ACKNOWLEDGMENT**

I understand that any false statement or omission of information on this application may be considered as sufficient cause for rejection of this application, or for dismissal if such false statement or omission is discovered subsequent to my employment.

I authorize Bexar Appraisal District ("the District") to request from each of my former employers, schools and colleges, and/or person, firm or corporation identified in this application as an employer or reference to answer any and all questions that may be asked and to give any and all information concerning me, my work habits, character or skill that may be sought in connection with this application. I expressly release these persons from any and all liability in furnishing responses to these inquiries.

I understand and agree that if employed, my employment is a voluntary one and is subject to termination by myself or the District at will, with or without cause, and with or without notice, at any time. Nothing in this application or the policies of the District shall be interpreted to be in conflict with or to eliminate or modify in any way the employment-at-will status of the District.

If this application is considered favorably, I agree to abide by and comply with all rules and regulations of the District as they currently exist and/or as they are modified from time to time during my employment relationship. I hereby certify that the foregoing statements and answers on this form are true and correct to the best of my knowledge and belief, and I hereby authorize the District to take any steps it deems necessary to verify any and all such answers.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_