



Laramie County Fair  
 3967 Archer Parkway  
 Cheyenne, WY 82009  
 Phone (307) 633-4670  
 Fax (307) 634-4511  
 fairoffice@laramiecountyfair.com

## Employment Application

We consider all applicants for all positions without regards to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation or any other legally protected status.

PLEASE PRINT OR TYPE

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Mailing Address Apartment/Unit #

\_\_\_\_\_  
City State ZIP Code

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Date Available: \_\_\_\_\_ If you are under 18 years of age, can you provide required proof of your eligibility to work? YES NO

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

**Emergency Contact: Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

### Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES NO Degree: \_\_\_\_\_

### References

Please list three professional references.

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

**Describe job related, specialized, apprenticeships or military experience**

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

### Specialized Skills

___ Computer ___ Internet ___ Multiline Phones ___ Calculator ___ Printers ___ Other office equipment or software (list)	___ MS Excel ___ MS Word ___ MS Publisher ___ Power Point ___ Quickbooks	Production/Machinery (list) _____ _____ _____ _____ _____	Other (list) _____ _____ _____ _____ _____
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### Criminal History

*A Criminal Background Check may be required for hiring. A Drug and/or Alcohol test may be required before hiring.*

*Have you been convicted of a felony or any crime which carried the potential of a jail sentence in Wyoming or any other state or territory of the United States or any foreign country? (This does not include minor traffic offenses, but does include alcohol related traffic incidents or convictions resulting from accidents involving injury to persons.)*

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

*If yes, please explain and provide the date of conviction(s), the name and title of the offense and the jurisdiction in which the conviction occurred.*

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### Disclaimer and Signature

*I certify that answers given herein are true and complete to the best of my knowledge.*

*I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.*

*This application for employment is effective for the position approved for only. A separate application must be submitted for each position vacancy.*

*I hereby understand and acknowledge that Laramie County Fair is an at-will employer. Either Laramie County Fair or the employee can terminate employment at any time for any reason, or no reason. There are no promises, express or implied for continued employment, and no one nor any individual elected official may waive or modify these conditions of employment. Laramie County Fair policies are not intended to be construed as part of any employment relationship and/or contract, and are simply general statements or organizational policy. Laramie County Fair policies are subject to change under direction of the governing body, Laramie County Commissioners.*

*In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand that I am required to abide by all rules and regulations of the employer.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_