

Personal History Statement

One Troyan Drive · Meadows Place, TX 77477 (281) 983-2950 · (281) 982-2940 www.cityofmeadowsplace.org

APPLICANT I	NF	ORM	ATION														
Last Name							First					M.I.		Date			
Street Address												Aparti	ment/U	nit #			
City							State					ZIP					
Phone Number							E-mail A	Address									
Driver's License Number							State of Issuanc										
Position Applied f	for																
Are you a citizen	of t	he Un	ited State	s?	YES 🗌	N	0	If no, a	re yo	ou ai	uthorized to w	ork in t	he U.S.	? YE	S 🗌	NO 🗆]
Have you ever be	een	convid	cted of a f	elony?	YES 🗌	N	0	If yes, p explain:	oleas	se							
EDUCATION																	
High School						A	ddress										
From		То		Did you g	graduate?	Y	ES 🗌	NO 🗌	C	Degi	ree						
College						A	ddress										
From		То		Did you g	graduate?	Y	ES 🗌	NO 🗌		Degi	ree						
Other						A	ddress										
From		То		Did you g	graduate?	Y	ES 🗌	NO 🗌	0	Degi	ree						
REFERENCES	- L	IST 1	THREE (3) PERSOI	VAL REFER	ΈΛ	ICES. NO	ON-FAM	ILY F	REL	ATED.						
Full Name									Relat	tions	ship						
Email									Phon	ne							
Address																	
Full Name									Relat	tions	ship						
Email									Phon	ne							
Address																	
Full Name									Relat	tions	ship						
Email									Phon	ne							
Address																	
CERTIFICATIO	NS,	LICE/	NSES														

PREVIOUS	EMF	PLOYME	ENT (10) YEARS) – USE B	ACK	OF THIS SHE	ET OR ADDI	TIONAL S	GHEETS & A	A <i>TTAC</i>	CH RESUME
Company							Phone				
Address							Supervisor				
Job Title					Sta	rting Salary	\$		Ending Sa	alary	\$
Responsibiliti	es						1				1
				1		1					
From		То		Reason for Leaving							
May we conta	act yo	ur previou	us superv	visor for a reference?		YES 🗌	NO 🗌				
Company							Phone				
Address							Supervisor				
Website							Email				
Job Title					Sta	rting Salary	\$		Ending Sa	alary	\$
Responsibiliti	es										
From		То		Reason for Leaving							
May we conta	act you	ur previou	us superv	visor for a reference?		YES 🗌	NO 🗌				
Company	,	•	•				Phone				
Address							Supervisor				
					Cha	tine Colore			Fadia - Ca	-1	*
Job Title Responsibiliti	20				Stal	rting Salary	\$		Ending Sa	alary	\$
Responsibility	23										
						1					
From		То		Reason for Leaving							
May we conta	act yo	ur previou	us superv	visor for a reference?		YES 🗌	NO 🗌				
MILITARY	SER	VICE									
Branch								From		То	
Rank at Disch	harge							Туре о	f Discharg	e	
If other than	honor	able, exp	lain:								
ADDITION	AL I	NFORM	ATION	REQUESTED							
1. Have y	ou ev	ver been	arreste	ed? If yes,	plea	se explain:					
2. Have y	2. Have you had a DWI in the past five (5) years?										
3. Have you had any vehicle accidents in the past three (3) years? If so, how many?											
4. Have y	ou ha	ad any n	noving v	violations in the pas	st th	ree (3) yea	rs?	If so, l	now many	/?	
-	-			e and complete to ing information in r		-	-				ds to employment, I se.
Signature									Date		
J.g. lacare									2400		

Importance of Honesty



The City of Meadows Place is seeking applicants who demonstrate certain characteristics. Honesty is the most important characteristic you must demonstrate. It is extremely important that you are completely honest in all of your answers.

The importance of honesty in all aspects of the application process, including completion of the personal history statement, cannot be overemphasized. Failure to respond to any question accurately and completely, whether orally or in writing will result in disqualification. Many applicants have been disqualified for dishonesty.

When filling out the personal history statement, you are cautioned to take your time and to be thorough. If you have any doubt in your mind concerning a particular question, feel free to contact the city secretary. Always err on the side of caution by including information when in doubt.

You may think that something you have done will disqualify you from further consideration. It may or may not. What will certainly disqualify you is lying or distorting the truth. For example:

- An arrest (either when you were a juvenile or as an adult) may or may not disqualify you. Lying about the arrest, however, will disqualify you from further consideration.
- You may have been fired from a job that, by itself, may or may not disqualify you. Lying about it, however, will disqualify you from further consideration.

I have read and understand the contents of this paper.

Name: ____

Print Name

Signature of Applicant/Parent/Guardian

Date

Before me personally appeared _______who stated this document and its intent was explained to him/her that he/she has full knowledge of its purpose and that he/she executed this instrument of his/her free will and accord.

Sworn to and subscribed before me on this _____ day of _____, _____.

SEAL

Signature of Notary

My Commission Expires: _____



I do hereby authorize a review and full disclosure of all records concerning myself to any duly authorized agent of the City of Meadows Place, whether the said records are of a public, private or confidential nature.

The intent of this authorization is to give my consent for full and complete disclosure of records of educational institutions, employment and pre-employment records, including background reports, efficiency ratings, complaints or grievances filed by or against me and the records and recollections of attorneys at law, or of other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, may hat or have had an interest.

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 authorization will be considered in determining my suitability for employment with the City of Meadows Place and the Meadows Place Police Department. I also certify that any person(s) who furnish such information concerning me shall not be held accountable for giving this information; and I do hereby release said person(s) from any and all liability that may be incurred as a result of furnishing such information.

I understand that the furnishing of such information to the City of Meadows Place, its agent, employees and representatives is necessary to making a proper determination as to my ability to perform as an employee of the City of Meadows Place. I do hereby release the City of Meadows Place, its officers, employees and representatives from any and all claims, demands, suits, and liability of any kind that may or could result from any and all claims, demands, suits, and liability of any kind that may or could result from furnishing such information.

Name: _____

Print Name

Signature of Applicant/Parent/Guardian

Date

Before me personally appeared ______who stated this document and its intent was explained to him/her that he/she has full knowledge of its purpose and that he/she executed this instrument of his/her free will and accord.

Sworn to and subscribed before me on this _____ day of _____, ____.

SEAL

Signature of Notary

My Commission Expires: _____



Authorization to Release Criminal History Information

In connection with the evaluation of my suitability for employment, volunteer status or contracted services to the City of Meadows Place, Texas, (either as an independent contractor or as an employee of an organization or business who has entered into a contract with the City of Meadows Place, Texas), I give my consent for the City of Meadows Place, Texas to obtain criminal history information related to my application for employment, volunteer status or contracted service to the City of Meadows Place, Texas. I understand that criminal history information includes any criminal conviction records for deferred adjudication, misdemeanor or felony offenses at age seventeen (17) or older. Any such information will be used solely for employment, volunteer status or contracted services related consideration and will not for any other purpose.

I authorize, consent, and grant permission to any person or entity to release to the City of Meadows Place, Texas, or its agent(s) any and all information regarding my criminal history. I waive any and all claims that I may have with respect to providing such information. I understand that the City of Meadows Place, Texas, and its agents are not responsible for the accuracy or completeness of the information contained in such reports. I release the City of Meadows Place, Texas and its agent(s) from any and all liability, claims, and lawsuits with respect to the information obtained from any or all the sources used by the City of Meadows Place, Texas, and its agent(s).

I understand that this authorization is not an offer of employment, volunteer status or contracted services by the City of Meadows Place, Texas, and that any false or misleading information I have provided to the City of Meadows Place, Texas, may result in a refusal to hire, promote, reassign, or continue employment, volunteer status or contracted services. I also understand that this authorizations a continuing authorization and will remain valid until such time as I inform the City of Meadows Place, Texas in writing that I revoke this authorization.

I have read and understand the contents of this paper.

My Commission Expires:

Name:	Driver's License No:							
Print Name								
Signature of Applicant/Paren	t/Guardian	Date						
	t was explained to him/her that he/she h this instrument of his/her free will and a							
purpose and that he/she executed		accord.						