Warren C. Evans

Wayne County Executive

BACKGROUND INVESTIGATION FORM

RE: Employment with the County of Wayne

I, _____, understand that the Wayne County Department of Personnel/Human Resources, as a condition of employment, will run a complete check of any possible criminal record(s) that I might have. I understand that any information found regarding convictions or felony charges may result in my being refused and/or disqualified from employment with the County of Wayne.

Have you ever been convicted (fined, placed on probation, sentence to jail or given a suspended sentence) for any violation of law other than a minor traffic violation? All driving convictions must be disclosed. ☐ **Yes** ☐ **No**

If **"yes"**, to the above question, explain in full detail the nature of the charge (s), date (s) and the current disposition.

Required Information:

NAME: _____ Date of Birth: _____

Print Full Name **Month/Date/Year**

Gender: ☐ Female ☐ Male Race: _____ Driver's License#: _____

Social Security # (Full Number required):

CERTIFICATE OF APPLICANT: My signature below certifies that all the information provided in this application is true. I understand and agree that any misstatement of material facts contained in this application may cause me to forfeit all my rights to employment with the County of Wayne. I understand that any claims related to this application will be fully waived if not brought within 180 days. I further certify that this application is made under my correct legal name. I authorize my former employers to furnish any and all information concerning my previous employment to the Wayne County Department of Personnel/Human Resources. I hereby release my former employers from any liability for providing this information. A copy of this authorization shall be considered as effective and valid as the original. I understand that Wayne County, as a condition of employment, may run a complete check of any possible reference, background and criminal records I might have.

DATE: _____SIGNATURE: _____

DO NOT WRITE BELOW THIS LINE

{ } NO BACKGROUND RECORD ATTACHED

{ } BACKGROUND RECORD- ATTACHED

Revised 9.23.24