

Sample Application Form for County Boards and Commissions

This application is for: Reappointment New appointment

To which board or commission are you applying? _____

In order for your application to be given consideration, it is critical that you answer all questions as completely as possible.

Mr. Mrs. Ms. Name: _____

Home address: _____

City: _____ Zip Code: _____ Home phone: _____ Work phone: _____

Occupation: _____ Employer: _____

Employer address: _____

Previous work experience: _____

Volunteer experience (please list and describe):

Do you currently hold any elected or appointed office in [*county name*]? Yes No

If yes, please list this office: _____

Have you ever held any elected or appointed offices in [*county name*] in the past?

If yes, please list these offices: _____

Describe your understanding of the role of the board or commission to which you are applying:

Have you ever attended a meeting of this board or commission? Yes No

Can you attend at the regularly scheduled date and time of the board or commission meetings? Yes No

If appointed, will you pledge to faithfully attend the meetings and actively participate? Yes No

Do you have any personal connections to this board's work that might pose a conflict of interest? Yes No

If yes, please describe: _____

How many hours per week are you available to dedicate to this board or commission? _____

Why did you decide to apply for a position on this particular board or commission? _____

What specific skills do you have to contribute as a member of this board or commission? _____

Do you have expertise in any of the following areas? Please check all that apply:

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Corrections | <input type="checkbox"/> Inspections | <input type="checkbox"/> Recruiting |
| <input type="checkbox"/> Administration | <input type="checkbox"/> Education | <input type="checkbox"/> Investigation | <input type="checkbox"/> Research |
| <input type="checkbox"/> Auditing | <input type="checkbox"/> EMS | <input type="checkbox"/> Landscaping | <input type="checkbox"/> Soil and Water |
| <input type="checkbox"/> Budgeting | <input type="checkbox"/> Engineering | <input type="checkbox"/> Law | <input type="checkbox"/> Training |
| <input type="checkbox"/> Communications | <input type="checkbox"/> Fire Service | <input type="checkbox"/> Planning | <input type="checkbox"/> Waste Management |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Healthcare | <input type="checkbox"/> Public Relations | <input type="checkbox"/> Zoning |
| <input type="checkbox"/> Contracting | <input type="checkbox"/> Information Systems | <input type="checkbox"/> Purchasing | |

List any additional information relevant to items checked above: _____

Highest degree of education earned: _____

School attended: _____ Field of study: _____

Do you have any relatives currently employed by [county name]? Yes No

If so, please list relative(s) name(s): _____

Are you currently a registered voter in [county name]? Yes No

Are you current in payment of [county name] property taxes? Yes No

I understand this appointment will require substantial effort on my part and I am willing to devote the necessary time to carry out the responsibilities and requirements of the position.

I hereby authorize [county name] and/or its agents to conduct a criminal background check and further understand that the same investigation can be considered for or against appointment to a board/commission for [county name].

Signature: _____ Date: _____

Recommended by: _____

Staff Use Only
Council district: _____
If this is a reappointment, percent of meetings attended last year: _____
Does this person have the recommendation of the board or commission chairperson? _____
Comments of the board chairperson about this applicant: _____

Please return completed form to:

[county name] Council
Mailing Address
City, SC Zip Code

Questions or Inquiries: [telephone number]

[Note: provide the URL for the web page that lists the county's boards and commissions or include a list of all county boards and commissions in this section]