

GILES COUNTY E-911 COMMUNICATIONS DISTRICT

Giles County E-911

Employment Application

Director: Gwen Gracy

TAC: Gwen Gracy Alt TAC: Cassie McCluskey

2024

**** Notice to all applicants: Giles County E-911 is an equal opportunity employer and do not discriminate on the basis of an applicant's or employee's race, color, religion, sex, national origin, age, or physical disability. ****

Giles County E-911

Employment Application

Giles County E-911 Communications District

Date: _____

Please Note:

- All applications on file will be destroyed after six (6) months. You may need to reapply if you so desire, after six (6) months.
- For employment with Giles County E-911 you may be asked to submit to a drug screening test and a physical examination.

Minimum Qualifications

- Must be at least eighteen (18) years of age.
- Must be a citizen of the United States.
- Must be a High School Graduate or possess Equivalency
- Must have fingerprints on file with the TBI
- Must have no felony conviction
- Must be of good moral character

Applicant Information

Last Name	First Name	Middle Name	
Address	City	State	Zip
Date of Birth (H) (C)	Place of Birth (City, State)		
Phone #	Email Address		

Additional Applicant Information

Previously Used Name / Alias Name	DOB	Previous Place of Residence

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Position Information

Desired Position: Telecommunication / Dispatcher TAC / Dispatcher
**Other:

Employment Type: Full Time Part Time Other

Have you ever been employed with Giles County E911 before? Yes No
If yes: **Date From _____ **Date To** _____

Reason for Leaving: _____

Education Information

What High School did you receive your Diploma or GED from? _____
When did you receive your Diploma / GED? _____
** List attended schools from present to elementary. **

School / Institute	Area of Study	# of Years Attended
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list any specialized training / experience you have had in conjunction with emergency communications, or any related work experience. (Please Print)

Have you ever been arrested, include Misdemeanor(s) / Felony(ies) Yes No
If so describe: _____

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Employment History

Current Employer: _____
Employer Address: _____
Phone #: () - May we Contact them? Yes No
Position Held: _____
How long employed From To
Current Salary: Annually \$ Weekly Take Home \$

Employment History

Previous Employer: _____
Employer Address _____
Phone # () - May we contact them? Yes No
Position Held _____
How long employed From To
Reason for Leaving: _____

Employment History

Previous Employer: _____
Employer Address _____
Phone # () - May we Contact them? Yes No
Position Held _____
How long employed From To
Reason for Leaving: _____

References

Name	Relationship	Phone

Other Information

Name of Friends / Relatives Employed by Giles County E-911		
Name	Position	Phone

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In the event of an emergency, who should we contact?

Emergency Contact	Name	Relationship
	Address	Phone
	Name	Relationship
	Address	Phone

Attachments:

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**** Please Read Paragraph Below Carefully. ****

You do understand that you will have the information given in this application put into the Local, State, and National Computer Systems for a complete background check. In order for employment with Giles County E-911, you must have this background check. If for some reason you desire not to have this Criminal and Educational History Check, you cannot be employed by Giles County E-911.

Acknowledgement

I hereby certify that the information contained in this application form and in any attachments listed below (Herein made part of this application) are true and correct to the best of my knowledge, and I agree to have any of the statements checked by Giles County E-911, unless I have indicated to the contrary. I also authorize the references listed above to provide to Giles County E-911 any and all information concerning my previous employment, and any pertinent information that they may have. I also agree that if I am considered for employment with Giles County E-911, I will agree to a drug screening test, and a physical examination if so requested. I also affirm that I have been given a job description for the position for which I have filled out this application, that I have read the job description and understand the responsibilities, and skills required for possible employment with Giles County E-911. Further, I release all parties and persons from any and all liabilities from any damages that may from furnishing such information by the Giles County E-911 as well as from the use or disclosure of such information by the Giles County E-911, or any of its agents, employees or representatives. I also understand that any misrepresentation, falsification, or omission of information on the application, may result in my failure to receive an offer, or if I am hired, dismissal from employment.

X

Applicants Signature

Date Signed

X

Witness to Signature

Date Signed

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Confidentiality Agreement of Giles County E-911

As a possible Part-time or Full-time employee of the Giles County E-911 Communication center, I understand the implications concerning absolute confidentiality of any and all information, which I may see, or hear within the confines of the communications center.

If at any time I reveal any information, either written or spoken, I understand that I will be subject to be reprimanded or dismissed from employment and that I also understand that if I violate this confidentiality agreement I may be open to criminal prosecution by the TBI or FBI or Local Agencies.

This agreement must be seriously adhered to, due to the serious nature of the information that might be in our communications center from the Tennessee Bureau of Investigation, The Federal Bureau of Investigation, Local Law Enforcements Agencies, and any other agencies, that Giles County E-911 is associated with.

At no time, will I engage with friends, relatives, or associates, any information that I might acquire from Giles County E-911.

X

Applicant's Signature

Date Signed:

X

Witness Sign:

Date Signed:

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Giles County E-911 Communications District

Giles County E-911
P.O. Box 153
Pulaski, TN. 38478
Office: (931) 363-0911
Fax: (931) 363-6602

Date: _____

To whom it may concern:

This letter will acknowledge my approval for release of any background / educational history that I may have. This information is being used for my prospective employment with Giles County E-911. Any information you may have is permissible to be **faxed to (931) 363-6602** or mailed to Giles County E-911. **Attention Michael L. Goode, Director**

My Social Security Number is _____ and for educational background Diploma / GED checks, my name at time of receiving my Diploma / GED was _____, the school _____ (name), located in _____ (city), _____ (state).

Thanks in advance,

Applicant Signature

Signature Date

Witness Signature

Signature Date