

AUSTIN COUNTY

Letter of Application by a Current Austin County Employee

INSTRUCTIONS This form is used by employees currently employed with Austin County to apply for open positions. Salary and duties will be discussed in interview.

Submit this form with your resume to the Elected Official with the open position. (Please print clearly)

Today's Date: _____ / _____ / _____

Employee Name (print)

Date of Hire

Currently Working in Department (name)

Elected Official for Department Currently Working in (name)

Position Applying For

Reason for Interest in this Position

Knowledge, Skills, Abilities, Licenses, Education, Training, etc., attained since Initial Employment with Austin County

Employee Signature

By signing below, the Elected Official acknowledges being notified of the employee's request to transfer and apply for an open position in another department.

Elected Official Signature
