



**ST TAMMANY PARISH CORONER'S OFFICE**  
**Application for Employment**  
**An Equal Opportunity Employer**

65278 Hwy. 434  
 Lacombe, Louisiana 70445  
 985.781.1150  
[info@stpcoroner.org](mailto:info@stpcoroner.org)

**All Questions On This Form Must Be Answered.**  
**An incomplete application may disqualify you from consideration for employment.**

Personal Information			
_____ Last Name	_____ First Name	_____ Middle	
_____ Address	_____ City	_____ State	_____ Zip Code
Cell Phone: (____) _____ - _____	Email Address: _____		Date: _____
Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No *If not, you will be required to provide a work permit from the St. Tammany Parish School Board.			
If hired, can you provide proof that you are legally authorized to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If the position sought requires driving, can you provide a valid driver's license? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A – Position does not require a driver's license.			
Do you possess a commercial driver's license (Class A or B)? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A – Position does not require a CDL.			

Educational Background				
School Name	Location (City, State)	Years Completed (Circle)	Degree Earned (Yes or No)	Major / Course of Study
High School:		1   2   3   4		
College/University:		1   2   3   4		
Graduate/Professional:		1   2   3   4		
Technical School:				



Employer Name and Address	Work Phone Number	Job Title
Dates Employed	Supervisor's Name & Job Title	Starting/Ending Compensation
Job Duties	Reason for Leaving	

**OTHER RELEVANT EXPERIENCE**

Describe any other experience you have that is relevant to the job for which you are applying or list any job-related designations, military experience, certifications or courses completed that may be applicable to the position desired (*Upon hire, you may be asked to show proof of licenses and/or certifications, if they are required by the job*):

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Have you ever been terminated or asked to resign from any job?     Yes     No

If yes, please explain circumstances:

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**References**

List the name, location, phone number and relationship of at least 3 work-related references. References cannot be related to you.

Name	Address (including city and state)	Telephone Number	Relationship



### **Criminal History**

St. Tammany Parrish Coroner's Office does not require the disclosure of applicant's criminal history at this stage in the recruiting process; however, a criminal background check will be conducted on all applicants who are offered positions with St Tammany Parish Coroner's Office. Convictions do not constitute an automatic bar from employment. St. Tammany Parish Coroner's Office will consider the nature of the crime, its seriousness, the substantial relation to the position's functions and qualifications, the number of occurrences, the applicant's age at the time of the crime, the time elapsed since the crime, the applicant's entire work and educational history, employment references and recommendations, and the business necessity of any exclusion when required by state, local or federal law.

**St. Tammany Parish Coroner's Office** is an equal opportunity employer. All selection decisions are made without regard to race, color, national origin, religion, citizenship, sex, age, disability, sexual orientation, gender identification, armed forces status, or any other legally protected status. Applicants who are in need of any accommodation in the application process are encouraged to inform **St. Tammany Parish Coroner's Office** of such need.

### **Acknowledgement**

I understand that St. Tammany Parish Coroner's Office is committed to providing equal opportunity in all employment practices, including, but not limited to, selection, hiring, promotion, transfer, and compensation to all qualified applicants and employees without regard to race, color, national origin, sex, religion, handicap or disability, citizenship status, sexual orientation, gender identification or any other category protected by federal law, state, or local law.

I understand that St. Tammany Parish Coroner's Office may inquire with any current or former employers, professional, educational, and personal references listed in the application, or any other individuals I may name concerning my work experience. I further acknowledge that if I am offered a position with the Coroner's Office, my written consent will be required to conduct background investigations to include criminal background checks, motor vehicle reports, education verification, and other consumer reports that may contain pertinent information related to my candidacy for the position desired. I understand St. Tammany Parish Coroner's Office will consider the information contained in a background or credit report as dictated by the Fair Credit Reporting Act (FCRA) requirements.

I understand that St. Tammany Parish Coroner's Office reserves the right, to the extent permitted by law, to require drug and alcohol screening tests and occupational physicals (if applicable) of an applicant or an employee either prior to beginning employment or anytime during employment.

I certify that I have received a copy of the position description for the job desired. I understand that this employment application and any other company documents provided during the application process are not a promise of employment.

I certify that the information given by me on this application and during the interview process is true and complete in all respects, and I agree that if the information is found to be false, misleading, or unsatisfactory in any respect (in the company's judgment) that I will be disqualified from consideration for employment or subject to immediate dismissal if discovered after I am hired.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Applicant Signature*