

***SUPERIOR COURT OF CALIFORNIA  
COUNTY OF SAN JOAQUIN  
EMPLOYMENT APPLICATION***

***ABOUT THE COURT***

*The California Constitution provides for a system of courts. The Superior Court serves all of the citizens of San Joaquin County as the general trial court. The Superior Court has jurisdiction over all felonies, misdemeanors, civil cases of all amounts, small claims, traffic, cases involving title and possession of real property, dissolution of marriage and child custody, probate, conservatorship, mental health, and juvenile proceedings. These proceedings are conducted at the Stockton Courthouse, Juvenile Justice Center in French Camp, and branch courts in Lodi, Manteca, and Tracy.*



**Human Resources Department  
180 E. Weber Avenue, Suite 1301A  
Stockton, California 95202**

An Equal Opportunity Employer

Providing equal employment opportunity to all, regardless of sex, race, marital status, religion, ancestry, disability, age, sexual orientation, color creed, national origin, political affiliation or other non-merit related reason.



# THE SUPERIOR COURT OF SAN JOAQUIN COUNTY

## EMPLOYMENT APPLICATION EQUAL OPPORTUNITY EMPLOYER

Return To:  
Human Resources Department  
180 E. Weber Avenue, Ste. 1301A  
Stockton, CA 95202  
P: 209-992-5699 F: 209-992-5670  
E-mail: [hr@sjcourts.org](mailto:hr@sjcourts.org)  
Website: [www.sjcourts.org](http://www.sjcourts.org)

### APPLICATION FOR REINSTATEMENT

Please type or print neatly in ink

Position applied for \_\_\_\_\_

Last Name	First Name	Initial	Home or Message Phone #
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Mailing Address (Street or P.O. Box)	City	State	Zip Code	Business Phone #
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List other names under which you have been employed	E-mail Address
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Are you 18 yrs. of age or older?	Yes _____ No _____	Are you a U.S. citizen?	Yes _____ No _____	Federal law requires you to provide legal documentation permitting you to work at time of hire.
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	Yes	No
A. Are you presently working for the Superior Court? If yes, Part Time _____ Regular _____ Note position and department in next section.	_____	_____
B. Have you worked for the Superior Court in the past? If yes, note position(s), department(s), and separation date(s) in next section.	_____	_____
C. Have you any relatives employed by the Superior Court? If yes, list names, relationship, and department in next section.	_____	_____
D. Were you ever discharged or forced to resign from a position?	_____	_____
E. As an adult, have you ever been convicted of an offense other than a minor traffic violation? If yes, please give date and nature of the offense below. (Convictions are evaluated for each position and are not necessarily disqualifying.) _____	_____	_____
F. Have you ever been convicted of driving under the influence or other major driving violation?	_____	_____
G. Can you, after employment, submit proof of your legal right to work in the United States?	_____	_____

The Superior Court may require you to be fingerprinted and criminal and traffic records may be searched. Applicants may be subject to drug testing.

Use this space to explain any yes answers or for any other supplementary information. Attach additional sheets if necessary.

Certificates of professional or vocational competence, or licenses pertaining to position applied for. Attach additional sheets if necessary.	Bilingual Skills
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Type	State of Issue	Date Issued	Date Expires	Language _____	Read _____ Speak _____ Write _____
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Drivers License	Office machines and skills
State _____ License # _____	Typing Speed _____ net wpm 10 Key Speed _____ net strokes/pm
Class _____ Expiration Date _____	Software _____

Indicate the type of work you would be willing to accept.

**REGULAR** **PART TIME**

Full time \_\_\_\_\_ Part time \_\_\_\_\_ Days \_\_\_\_\_ Evenings \_\_\_\_\_  
Weekends \_\_\_\_\_ Rotating \_\_\_\_\_

APPLICANTS INTERESTED IN PART TIME HELP WILL CONTINUE TO  
BE CONSIDERED FOR REGULAR PLACEMENT

\* **PERSONNEL DEPARTMENT ONLY**  
\* Application Review: Approved \_\_\_\_\_ Not Approved \_\_\_\_\_  
\* Application # \_\_\_\_\_  
\* Date \_\_\_\_\_  
\* Date Stamp - Application Received  
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Name & location of college or university attended	Major Course-work	Dates Attended	Semester Units	Quarter Units	Degree Awarded
Business, Correspondence, Apprenticeship, Vocational, Trade or Service School, or Other Training Program	Courses Studied	Duration & Date Completed			

From _____ To _____ Mo/Yr Mo/Yr  Hours per week _____ If still employed, may we contact? Yes _____ No _____	Job Titles & Duties:    Number of People Supervised:	Employer  Address:  Supervisor:  Phone: Reason for leaving:
From _____ To _____ Mo/Yr Mo/Yr  Hours per week _____ May we contact? Yes _____ No _____	Job Titles & Duties:    Number of People Supervised:	Employer  Address:  Supervisor:  Phone: Reason for leaving:
From _____ To _____ Mo/Yr Mo/Yr  Hours per week _____ May we contact? Yes _____ No _____	Job Titles & Duties:    Number of People Supervised:	Employer  Address:  Supervisor:  Phone: Reason for leaving:
From _____ To _____ Mo/Yr Mo/Yr  Hours per week _____ May we contact? Yes _____ No _____	Job Titles & Duties:    Number of People Supervised:	Employer  Address:  Supervisor:  Phone: Reason for leaving:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## THE SUPERIOR COURT APPLICANT CHARACTERISTICS QUESTIONNAIRE

All applicants are asked to voluntarily provide the following information. This section will be detached from your application prior to review and will be kept separately. All information provided is strictly confidential. The information you give, will assist The Superior Court in analyzing its recruitment program and in accurately compiling required statistical data for federal and state agencies. None of the information will be used to discriminate against or give preference to any individual.

DATE: \_\_\_\_\_

POSITION APPLIED FOR: \_\_\_\_\_

SEX: Male \_\_\_\_\_ Female \_\_\_\_\_

ETHNIC ORIGIN:

\_\_\_\_\_ White-Caucasian, Anglo-Saxon

\_\_\_\_\_ Black-African Descent, Jamaican, Trinidadian, West Indian

\_\_\_\_\_ Hispanic-Mexican, Chicano, Latin American, Spanish-Descent Cuban, Puerto Rican

\_\_\_\_\_ Asian or Pacific Islander-Chinese, Japanese, Korean, Filipino

\_\_\_\_\_ American Indian or Alaskan Native

HOW DID YOU HEAR ABOUT THIS JOB? (ANSWER ALL THAT APPLY):

Newspaper or magazine ad (name of publication) \_\_\_\_\_

A job announcement post (specify location) \_\_\_\_\_

An Internet posting (specify site) \_\_\_\_\_

Other (please indicate) \_\_\_\_\_

Thank you very much.