



**CURRITUCK COUNTY  
EMPLOYEE REQUEST FOR OUTSIDE EMPLOYMENT**

Date:

Employee Name:

Employee Title:

Please complete the following information about the requested Outside Employment:

Company or Agency\_\_\_\_\_

Title and Nature of Position\_\_\_\_\_

Requested Start Date\_\_\_\_\_

Duration of Outside Employment, if known\_\_\_\_\_

Hours of Position\_\_\_\_\_

By my signature below I understand that my employment with Currituck County is my primary employment and must take priority over all other employment interests. I agree to contact my supervisor and Human Resources if my outside employment terminates or if the nature of this outside employment may change in terms of hours, duties or position.

Employee Signature\_\_\_\_\_

Immediate Supervisor Signature\_\_\_\_\_

Department Head Signature\_\_\_\_\_

Human Resources Director's Signature\_\_\_\_\_

County Manager's Signature\_\_\_\_\_