



3382 Glenwood Blvd. · Reminderville, Ohio 44202 · Phone 330-562-1234 · www.reminderville.com

APPLICATION FOR EMPLOYMENT

Position applied for: _____ Date of Application: _____

Full Time: _____ Part Time: _____ Both: _____

Name: _____

Address: _____

Telephone: (____) _____ Email: _____

Are you legally eligible to work in this country? Yes _____ No _____

Have you ever been convicted of a Felony? Yes _____ No _____

If yes, please explain (a conviction will not automatically bar employment).

Employment History: List your last three (3) employers starting with the most recent, including Military experience.

Employer: _____ Position Held: _____

Address: _____ Phone: (____) _____

Immediate Supervisor: _____

Dates Employed: _____ To _____ Salary: _____

Reason for Leaving: _____

Employer: _____ Position Held: _____

Address: _____ Phone: (____) _____

Immediate Supervisor: _____

Dates Employed: _____ To _____ Salary: _____

Reason for Leaving: _____

Employer: _____ Position Held: _____

Address: _____ Phone: (____) _____

Immediate Supervisor: _____

Dates Employed: _____ To _____ Salary: _____

Reason for Leaving: _____

Other Skills and Qualifications: Summarize any job-related training, skills, licenses, certifications or qualifications.

Education: List name and location, years completed, and course of study.

High School: _____ Year Graduated: _____

College: _____ Degree? _____ Years completed _____

GED: _____ Year completed: _____ Other: _____

References: List three (3) references names, years known, occupation, and phone numbers.

Drugs: Have you ever used illegal drugs, as defined in government laws and regulations, or legally obtained controlled substances not used for the purpose intended? Yes _____ No _____

If Yes, when and how often? _____

It is understood and agreed that any misrepresentation by me in this application will be sufficient cause for rejection of this application and/or separation from the employer's service if I have been employed. Furthermore, I understand that this application does not constitute an agreement or contract for employment.

I give the Village of Reminderville the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the Village of Reminderville and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

Signature of Applicant: _____ Date: _____

An Equal Opportunity Employer

The Civil Rights Act of 1964 prohibits discrimination in employment practice because of race, color, religion, sex, or national origin. The Age Discrimination Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age. The American with Disabilities Act prohibits discrimination on the basis of disability. The Village of Reminderville is an Equal Opportunity Employer.