



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

## APPLICATION FOR EMPLOYMENT

Position applied for: \_\_\_\_\_ Date of Application: \_\_\_\_\_

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).

\_\_\_\_\_

Driver's license Number: \_\_\_\_\_ State: \_\_\_\_\_

**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.

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**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.

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**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? \_\_\_\_\_

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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 City of Reminderville the right to investigate all references and to secure additional information about me, if job related. I hereby release from liability the City 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