

REMSEN



APPLICATION FOR EMPLOYMENT

THE CITY OF REMSEN, IOWA IS AN EQUAL OPPORTUNITY EMPLOYER. IT IS OUR POLICY THAT ALL APPLICANTS BE CONSIDERED SOLELY ON THE BASIS OF QUALIFICATIONS AND ABILITY WITHOUT REGARD TO RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN, DISABILITY, MARITAL OR VETERAN STATUS OR ANY OTHER LEGALLY PROTECTED STATUS.

IN ORDER FOR YOU TO BE CONSIDERED FOR EMPLOYMENT THIS APPLICATION MUST BE FILLED OUT IN ITS ENTIRETY. PLEASE PRINT.

Applicant Information

Full Name: _____ Birth Date: ____ / ____ / ____

Address: _____

Phone: _____ Email: _____

Date Available: _____ Social Security No.: _____ Driver License No.: _____

Position Applied for: _____ Desired Salary: _____

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Are you a military Veteran as defined in Iowa Code Section 35.1? YES NO Are you currently on "lay-off" status and subject to recall? YES NO

Have you ever worked for this company? YES NO If yes, when? _____

Are any of your relatives employed here? YES NO If yes, who? _____

Have you ever been convicted of or received a deferred judgment for a crime? YES NO *(This includes OWI, felony, misdemeanor, and traffic offenses, other than speeding, parking, or related tickets.)*

If yes, explain: _____

The existence of a criminal record will not automatically bar employment, but will only be considered in relation to specific job requirements.

Education

	NAME/LOCATION	COURSE OF STUDY	YEARS COMPLETED	DIPLOMA/DEGREE
HIGH SCHOOL				
COLLEGE				
GRADUATE PROF.				
OTHER (SPECIFY)				

Employment History

Please list all present and past employment, beginning with most recent or current employer. Attach additional copies if needed.

Employer: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Duties Performed: _____

From: _____ To: _____ Reason for Leaving: _____

Employer: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Duties Performed: _____

From: _____ To: _____ Reason for Leaving: _____

List any additional information about your abilities or interests that makes you a good candidate for this position:

References

Please list three professional references (other than relatives).

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge and that misrepresentations or omissions may be cause for the rejection of my application and that if hired I may be released from employment at any time. I hereby authorize the City of Remsen to contact any of the references or employers listed above to verify employment and work record. I also authorize the City of Remsen to verify and investigate through law enforcement agencies the status of my driver's license and to conduct any background check that deems necessary.

I understand that the City of Remsen may require me to successfully complete a pre-employment drug and alcohol test as a condition of employment and that continued employment may be based on the successful completion of similar tests.

I understand that employment with the City of Remsen is "at will" and nothing in the interview or hiring process, this application, or company policies are intended to create an employment contract between myself and the City of Remsen. Employment may be terminated at any time and for any reason or without notice by either the employer or the employee.

I understand this application will be considered active for 60 days from the date signed.

Signature: _____ Date: _____