

EMPLOYMENT APPLICATION

VILLAGE OF BAY CITY

P.O. Box 9

BAY CITY, WISCONSIN - 54723

Phone 715-594-3168 Fax 715-594-3009

PERSONAL INFORMATION

DATE: _____

Name - Last	First	Middle	Social Security No.	
Present Address	Street	City	State	Zip
Residence Telephone				
In Case of Emergency Notify:			Residence Telephone:	Business:

Are you authorized to work in the United States? **YES** **NO**
Are you 18 or older? **YES** **NO**
Do you have a valid drivers license? **YES** **NO** Do you hold a CDL? **YES** **NO**
If so what endorsements do you have _____

EDUCATION

	Name of School	Location	# of Yrs Att	Did You Graduate	Subjects Studied and Degrees
High School					
College					
Trade, Business or Correspondence					
Graduate					
Other					

EMPLOYMENT RECORD

Present Or Last Employer

Name of Employer	Nature of Business		Telephone
Address - Street	City	State	Zip Code
Employment Dates (Mo. & Yr.)	Title of Position	Starting Salary	Final Salary
Reason for Leaving			
Description of Duties:			

Next Previous Employer

Name of Employer	Nature of Business		Telephone
Address - Street	City	State	Zip Code
Employment Dates (Mo. & Yr.)	Title of Position	Starting Salary	Final Salary
Reason for Leaving			
Description of Duties:			

Next Previous Employer

Name of Employer	Nature of Business		Telephone
Address - Street	City	State	Zip Code
Employment Dates (Mo. & Yr.)	Title of Position	Starting Salary	Final Salary
Reason for Leaving			
Description of Duties:			

ADDITIONAL DETAILS

Please list any additional employment not shown or any information you believe would be helpful to us.

PERSONAL REFERENCES

Give the names of three persons not related to you whom you have known at least one year.

Name	Address	Occupation
Name	Address	Occupation
Name	Address	Occupation

We assure you that your opportunity for employment with this company will be based solely on your merit and on no other consideration.

Are you able to perform the tasks of the job for which you are being considered, with or without a reasonable accommodation?

- Yes, no accommodation needed
 Yes, with the following accommodation

“I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that, if employed, falsified statements on this application shall be grounds for dismissal. I affirm that I have a genuine intent and no other purposes in applying for a job with the Village of Bay City.

I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without prior notice.”

Date

Signature