

APPLICATION FOR EMPLOYMENT

City of Pleasant Hill
 203 Paul St.
 Pleasant Hill, MO 64080

PERSONAL INFORMATION

DATE

NAME (LAST NAME FIRST)		ARE YOU OVER 16 YEARS OF AGE?	
ADDRESS	CITY	STATE	ZIP CODE
PHONE NUMBER		REFERRED BY	

EMPLOYMENT DESIRED

POSITION	DATE YOU CAN START	SALARY DESIRED
ARE YOU EMPLOYED? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? <input type="checkbox"/> YES <input type="checkbox"/> NO	
EVER APPLIED WITH THE CITY BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO	WHEN?	POSITION?

EDUCATION HISTORY

NAME & LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE?	SUBJECTS STUDIED
HIGH SCHOOL			
COLLEGE			
TRADE, BUSINESS OR CORRESPONDENCE SCHOOL			

GENERAL INFORMATION

SUBJECTS OF SPECIAL STUDY/RESEARCH WORK OR SPECIAL TRAINING/SKILLS	
U.S. MILITARY OR NAVAL SERVICE	RANK

FORMER EMPLOYERS

DATE MONTH AND YEAR		NAME & ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM					
TO					
FROM					
TO					
FROM					
TO					
FROM					
TO					

REFERENCES PLEASE PROVIDE THE NAMES OF FOUR PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR

NAME	ADDRESS	BUSINESS	YEARS KNOWN

AUTHORIZATION

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above may have, personal or otherwise, and release the City of Pleasant Hill from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the city has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized city representative.

This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws."

The City of Pleasant Hill is an equal opportunity employer and will not discriminate in any phase of employment.

DATE _____ SIGNATURE _____