



Employment Application (On-line)

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: () E-mail Address: _____

Date Available: _____ Social Security No.: _____ Desired Salary: \$ _____

Position Applied for: _____
Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO
Have you ever worked for this company? YES NO If yes, when? YES NO
Have you ever been convicted of a felony? YES NO

If yes, explain: _____

Education

High School: Address: _____
From: To: Did you graduate? YES NO Degree: _____
College: Address: _____
From: To: Did you graduate? YES NO Degree: _____
Other: Address: _____
From: To: Did you graduate? YES NO Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: () _____
Address: _____

Notice, Disclaimer and Signature

Notice: It is the policy of the City of Willard to provide equal opportunity with regard to all terms and conditions of employment. The City of Willard complies with federal and state laws prohibiting discrimination on the basis of race, color, religion, creed, national origin, disability, veteran status, age, or any other protected characteristic.

I certify that all information submitted by me on this application is true and complete, and I understand that if any false or misleading information, omissions or misrepresentations are discovered, my application may be rejected and if I am employed, my employment may be terminated at any time.

In consideration of my employment, I agree to conform to the City's rules, regulations, and ordinances, and I understand that these rules and/or the employee handbook do not form a contract of employment either expressed or implied, and I agree that my employment and compensation can be terminated, with or without cause and with or without notice, at any time, at either my or the City's option.

I also understand and agree that the terms and conditions of my employment may be changed, with or without cause and with or without notice, at any time by the City. I understand that no City representative, other than its mayor, and then only when in writing and signed by the mayor, has any authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the forgoing.

Applicant's
Signature: _____

Date: _____