

City of Osceola



APPLICATION FOR EMPLOYMENT

P E R S O N A L	<i>Last Name</i>	<i>First</i>	<i>Middle</i>	<i>Date</i>
	<i>Street Address</i>			<i>Home Telephone</i> ()
	<i>City, State, Zip</i>			<i>Business Telephone</i> ()
	<i>Have you ever applied for employment with us?</i> ____ Yes ____ No <i>If yes: Month and Year</i> _____ <i>Position</i> _____			
	<i>Position Desired (List All)</i> Wastewater Lab Analyst			<i>Pay Expected</i>
	<i>Apart from absence for religious observance, are you available for full-time work?</i> ____ Yes ____ No <i>If not, what hours can you work?</i> _____			<i>Will you work overtime if asked?</i> ____ Yes ____ No
	<i>Are you legally eligible for employment in the United States?</i>			<i>When will you be available to begin work?</i> _____
	<i>Other special training or skills (languages, machine operation, etc.)</i>			

E D U C A T I O N	School	Name and Location of School	Course of Study	No. of Years Completed	Did You Graduate?	Degree or Diploma
	<i>Graduate</i>				____ Yes ____ No	
	<i>College / University</i>				____ Yes ____ No	
	<i>Business / Trade / Technical</i>				____ Yes ____ No	
	<i>High School</i>				____ Yes ____ No	
	<i>Elementary</i>					

Membership in Professional or Civic Organizations <i>(Exclude those which may disclose your race, color, religion or national origin)</i>

TURN PAGE OVER TO COMPLETE APPLICATION

EMPLOYMENT HISTORY

**Begin with most recent job and list longest or most important jobs held.
Please fill out this section carefully and completely.**

<i>Company Name or Branch of Military</i>	<i>Date Started</i>	<i>Date Left</i>	<i>Rate of Pay</i>	<i>Job Title</i>
<i>Company Address (City, State, Zip)</i>	<i>Reason For Leaving</i>			<i>Describe Job Duties, Tools or Machines Used</i>

<i>Company Name or Branch of Military</i>	<i>Date Started</i>	<i>Date Left</i>	<i>Rate of Pay</i>	<i>Job Title</i>
<i>Company Address (City, State, Zip)</i>	<i>Reason For Leaving</i>			<i>Describe Job Duties, Tools or Machines Used</i>

<i>Company Name or Branch of Military</i>	<i>Date Started</i>	<i>Date Left</i>	<i>Rate of Pay</i>	<i>Job Title</i>
<i>Company Address (City, State, Zip)</i>	<i>Reason For Leaving</i>			<i>Describe Job Duties, Tools or Machines Used</i>

May we contact your present employer? Yes No Former Employers? Yes No

REFERENCES

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

	Name & Address	Business	Years Known
1			
2			
3			

I hereby authorize the City of Osceola to perform a background check. I understand that misrepresentation or omission of facts is cause for dismissal.

Signature of Applicant: _____ **Date:** _____