

APPLICATION FOR EMPLOYMENT

Applicants Name: _____

Current Address: _____
(Street) (City) (State) (Zip)

Phone Number _____

Date of Birth _____ Social Security Number _____

Address for past three years:

Address _____
(Street) (City) (State) (Zip)

Address _____
(Street) (City) (State) (Zip)

How soon could you start? _____

What hourly wage are you looking for? _____

Are you available for: Full-Time Work Temporary, As Needed,
 Part-Time Work or Seasonal Work

Employment Record for Past 10 years

Last Employer _____
Street Address _____
City, State, Zip _____ From: _____ To: _____
Phone Number _____
Reason for leaving _____

2nd Last Employer _____
Street Address _____
City, State, Zip _____ From: _____ To: _____
Phone Number _____
Reason for leaving _____

3rd Last Employer _____
Street Address _____
City, State, Zip _____ From: _____ To: _____
Phone Number _____
Reason for leaving _____

EDUCATION

Circle Highest Year Completed Elem. 1 2 3 4 5 6 High 9 10 11 12 College/Tech 1 2 3 4 5 6

	Name of School	Address	# years attended	Did you Graduate?	Major	Degree
High School						
Colleges, Universities or Technical Schools						

List any other training, seminars, correspondence courses, that would have a bearing on your qualifications.

If at any of the previously listed schools or employers, you were know by another name, list here.

 Last First Middle

Are you able to perform the work of the job for which you are applying _____yes _____no

The Employer will make reasonable accommodations if necessary to enable you to perform a job. The need for a reasonable accommodation will not be a factor in consideration for employment.

Qualifications

- 1. List any licenses or certifications you hold that have a bearing on your qualifications:

- 2. Have you ever been fired or asked to resign from a job? _____yes _____no

- 3. Are you 18 years of age or older? _____yes _____no (If you are under 18, you must present a certificate from your school district stating your eligibility to work.)

- 4. Are you legally eligible to be employed in the United States of America? _____yes _____no (if hired, you will be required to show documentation verifying your eligibility.)

- 5. Have you ever been convicted of or pled guilty to a crime other than summary offenses or traffic violations? _____yes _____no If yes, please explain below. (A conviction will not be a disqualification from employment unless it has a bearing on your qualifications.)

REFERENCES

List at least three references who know you personally and who are familiar with your work qualifications, and who are not related to you.

Name	How Known	Address	Phone #
1.			
2.			
3.			
4.			

I certify that to the best of my knowledge, the information on this form is correct and complete.
 I understand that any misrepresentation on this application will be cause for me to be removed from further consideration, or, if I have been hired, may be grounds for my dismissal.

Signature _____ Date _____

**Application Supplement
Essential Function Information**

The Position of **Laborer/Equipment Operator** requires that you be able to perform the following functions:

CHECK ALL THAT YOU HAVE EXPERIENCE WITH AND ARE CAPABLE OF COMPLETING

- Making self available for work especially at times of inclement weather
- walking, climbing, shoveling, raking, bending, lifting
- Communication with others including talking, listening, following instructions
- Exposure to inclement weather
- CDL license
- Equipment Operator includes: Backhoe, Grader, mower, roller, dump truck, truck with trailer
- Use of tools, welding equipment, tampers, chain saws, weed wackers,
- Repairing equipment includes: normal maintenance of vehicles, such as oil changes, cleaning, fueling, changing tires, installing tire chains
- Snow Removal is on call basis and could involve long hours
- Storm cleanup involves chain saws, backhoes, trucks and inclement weather and raking and clean out gutters, pipes and ditches.
- Patching with shale, asphalt, stone by hand
- Pipe Laying complete from hand work to equipment operating to hauling
- Brush cutting involves operating mower, cleaning up debris and walking
- Normal clean up at municipal building as per Roadmaster and supervisors request
- Grading involves operating grader, shoveling, picking rocks, driving dump truck
- Follow thru and completion of work on a daily basis
- Be self motivated and have common sense to see what needs to be completed and follow through
- Keep work area clean

TO THE APPLICANT:

_____ I **can** fully perform **all** the functions with or without reasonable accommodations.

_____ I **cannot** perform **all** the functions. (Checking this box may result in you being disqualified for this job. Please explain below if there are additional considerations of which we should be aware. Do not volunteer any information about your age, sex, religion, race, national origin or disability.)

Signature _____
Date _____