

CITY OF CENTER CITY

Application for Employment

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental disability, or veteran status.

Date _____

Last name _____ First name _____ Middle name _____

Street Address _____

City _____ State _____ ZIP _____

Telephone _____ Social Security # _____

Position applied for _____

How did you hear of this opening? _____

When can you start? _____ Desired Wage \$ _____

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? (You may be required to provide documentation.) Yes No

Are you looking for full-time employment? Yes No

Are you looking for part-time employment? Yes No

Do you have a current Driver's License? Yes No If yes, License# _____

Education

	School Name and Location	Year	Major	Degree
High School	_____	_____	_____	_____
College	_____	_____	_____	_____
College	_____	_____	_____	_____
Post-College	_____	_____	_____	_____
Other Training	_____	_____	_____	_____

In addition to your work history, are there other skills, qualifications, or experience that we should consider?

Employment History (Start with most recent employer)

Company Name _____

Address _____ Telephone _____

Date Started _____ Starting Wage _____ Starting Position _____

Date Ended _____ Ending Wage _____ Ending Position _____

Name of Supervisor _____

May we contact? Yes No

Responsibilities _____

Reason for leaving _____

Company Name _____

Address _____ Telephone _____

Date Started _____ Starting Wage _____ Starting Position _____

Date Ended _____ Ending Wage _____ Ending Position _____

Name of Supervisor _____

May we contact? Yes No

Responsibilities _____

Reason for leaving _____

Company Name _____

Address _____ Telephone _____

Date Started _____ Starting Wage _____ Starting Position _____

Date Ended _____ Ending Wage _____ Ending Position _____

Name of Supervisor _____

May we contact? Yes No

Responsibilities _____

Reason for leaving _____

Company Name _____

Address _____ Telephone _____

Date Started _____ Starting Wage _____ Starting Position _____

Date Ended _____ Ending Wage _____ Ending Position _____

Name of Supervisor _____

May we contact? Yes No

Responsibilities _____

Reason for leaving _____

(Attach additional information if necessary.)

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. This City of Center City is hereby authorized to make any investigations of my prior educational and employment history.

Signature _____ Date _____

Description of job duties and hours:

The City of Center City is seeking applicants for a part-time maintenance person. This position will primarily work Monday through Friday with no more than 20 hours total per week. This job requires snow plowing and other emergency assignments and would require availability with very little time notice. The ideal candidate must be able to arrive within 30 minutes to Center City, MN especially when needed for snow plowing. The job requires physical labor such as shoveling, lifting, bending/twisting and the ability to lift 50 lbs. Candidates must possess a valid driver's license, be 18 years or older and will be subject to background checks.

- 1. Can you meet the requirements of this job? Do you have a valid driver's license and can you work the stated hours. Keep in mind the hours are not guaranteed.**
- 2. Tell us a little about yourself and why would you like to work for the City of Center City?**
- 3. Can you work independently-with little supervision?**
- 4. What are your abilities you bring to this job?**
- 5. Do you have any questions pertaining to the job requirements?**