## **Application for Employment**

TO APPLICANT: We deeply appreciate your interest in the City of Hillsboro. Thank you for taking the time to complete this application.

"This institution is an equal opportunity provider and employer." The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion, sex or national origin. Federal law also prohibits other types of discrimination such as age, citizenship, disability, veteran status, attainment of benefits, and participation in union activities. The laws of most states and many localities also prohibit some or all of the above types of discrimination as well as some additional types including, but not limited to, discrimination based upon ancestry, marital status, sexual orientation, or source of income. The Fair Credit Reporting Act imposes restrictions with respect to information obtained from a consumer reporting agency, including but not limited to information regarding credit data, personal character, general reputation and mode of living. This list, however, is not exhaustive of the grounds on which discrimination is prohibited.

PERSONAL			
Date			
Last	First		Middle
Social Security No			
Telephone No			
Address No. Street	City	State	Zip
			r
Email Address			
Are you legally eligible If hired, you are require Are you over the age of	for employment in the U.S.A d to submit proof of your eligned reighteen? Yes No verification that you are of m	A.? Yes No gibility to work in the <sup>1</sup>	U.S.A.
Are you legally eligible If hired, you are require Are you over the age of If no, hire is subject to versition applied for	for employment in the U.S.A d to submit proof of your eligned eighteen? Yes No	A.? Yes No gibility to work in the l inimum legal age.	U.S.A.
Are you legally eligible If hired, you are require Are you over the age of If no, hire is subject to versition applied for Were you previously en	for employment in the U.S.A d to submit proof of your eligned reighteen? Yes No verification that you are of m	A.? Yes No gibility to work in the linimum legal age.	U.S.A.
Are you legally eligible If hired, you are require Are you over the age of If no, hire is subject to versition applied for Were you previously en If yes, when?	for employment in the U.S.A d to submit proof of your eligned to submit proof of the U.S.A department of U.S.A department of the U.S.A department of U.S.A department	A.? Yes No gibility to work in the linimum legal age. oro? Yes No	
Are you legally eligible If hired, you are require Are you over the age of If no, hire is subject to you previously en If yes, when?	for employment in the U.S.A d to submit proof of your eligned eighteen? Yes No verification that you are of manployed by the City of Hillsb	A.? Yes No gibility to work in the linimum legal age.  oro? Yes No  date will you be availa	ble for work?

## **EMPLOYMENT** List below present and past employment, beginning with your most recent **Company 1:** Phone:( ) Address: Supervisor: Job Title: Starting Salary: \$ Ending Salary: \$ Responsibilities: From: To: Reason for leaving: May we contact your previous supervisor? Yes \_\_\_ No \_\_\_ Company 2: Phone: ( ) Address: Supervisor: Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ Responsibilities: From: \_\_\_\_\_ To: \_\_\_\_ Reason for leaving: \_\_\_\_\_ May we contact your previous supervisor? Yes \_\_\_ No \_\_\_ Company 3:\_\_\_\_\_\_ Phone:\_\_(\_) Address: Supervisor: Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_ Ending Salary: \$ Responsibilities: From: \_\_\_\_\_ To: \_\_\_\_ Reason for leaving: \_\_\_\_\_ May we contact your previous supervisor? Yes \_\_\_ No \_\_\_

Company 4: Phone: ( ) Address: Supervisor: Job Title: \_\_\_\_\_ Starting Salary: \$\_\_\_\_\_ Ending Salary: \$\_\_\_\_ Responsibilities: From: \_\_\_\_\_ To: \_\_\_\_ Reason for leaving: \_\_\_\_\_ May we contact your previous supervisor? Yes \_\_\_ No \_\_\_

## **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: **PERSONAL REFERENCES** (No Employers or Relatives) Full Name 1: \_\_\_\_\_ Phone: \_\_\_\_ Address: Full Name 2: \_\_\_\_\_ Phone: \_\_\_\_\_ Full Name 3: \_\_\_\_\_ Phone: \_\_\_\_ May we telephone you to follow up on this application at home? Yes No If yes, what is the best time to call? May we telephone you to follow up on this application at work? Yes \_\_\_ No \_\_\_ If yes, what is the best time to call? What is your business telephone number? PLEASE READ AND SIGN BELOW statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the City of Hillsboro in any way if the

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the City of Hillsboro in any way if the City of Hillsboro decides to employ me. I understand and agree that my employment is at-will and can be terminated by either party with or without notice, at any time, for any reason or no reason. No one other than the Mayor and or Safety-Service Director 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 and then only in writing signed by them.

Signature of Applicant