

Village of DeForest Application for Employment

We are an equal opportunity employer, dedicated to a policy of non-discrimination in employment on the grounds of race, color, age, sex, religion, disability, national origin, sexual orientation or any other grounds protected by law. Consistent with the Americans with Disabilities Act, disabled applicants may request accommodations necessary to participate in the application process.

Personal Information

Position Applied For	Date Available		
Last Name	First Name	Middle	
Street	City	State	Zip
Home Phone	Cell Phone	Email	
Have you ever been employed by the Village?			
If so, when? _____			
Have you ever been convicted of a crime other than a major traffic offense?			
If so, explain: _____			
<small>*A conviction will not necessarily disqualify you from employment.</small>			
Are you authorized to work in the U.S.?			
Basis of Statement: _____			
How did you hear about this position? _____			

Education

School	Name & Address of Institution	Major Course of Study	Years Completed	Did you Graduate?	Year Graduated	Diploma or Degree
High School or G.E.D.	Name					
	City, State					
	Name					
	City, State					
Vocational Technical Business School	Name					
	City, State					
	Name					
	City, State					
College (Undergraduate)	Name					
	City, State					
	Name					
	City, State					
College (Graduate)	Name					
	City, State					
	Name					
	City, State					

Education (Cont.)

Additional related courses/training beyond studies listed above:

Professional Licenses/Certifications:

Type	State	Exp. Date	Registration Number

Do you possess a Commercial Driver's License (CDL):

What level classified CDL do you currently hold:

What endorsement(s) received:

<input type="checkbox"/> "T" Double/Triple Trailers <input type="checkbox"/> "H" Hazardous Materials <input type="checkbox"/> "X" Hazardous Materials & Trackers	<input type="checkbox"/> "N" Tank Vehicles <input type="checkbox"/> "P" Passengers <input type="checkbox"/> "S" School Buses
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Have you passed the CDL special knowledge and skill tests regarding air brakes?

Other training or special skills not described above:

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Previous Experience

List present or most recent position first, then next recent, etc. (include all part-time jobs). Attach separate sheet if necessary.

Company	Supervisor: Name & Title	Job Title
Street	City	State Zip
Phone	Average Hours Worked/Week	Dates of Employment

May we contact this supervisor for a reference?

Responsibilities:

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Reason for Leaving:

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Previous Experience (Cont.)

Company

Supervisor: Name & Title

Job Title

Street

City

State

Zip

Phone

Average Hours Worked/Week

Dates of Employment

May we contact this supervisor for a reference?

Responsibilities:

Reason for Leaving:

Company

Supervisor: Name & Title

Job Title

Street

City

State

Zip

Phone

Average Hours Worked/Week

Dates of Employment

May we contact this supervisor for a reference?

Responsibilities:

Reason for Leaving:

Company

Supervisor: Name & Title

Job Title

Street

City

State

Zip

Phone

Average Hours Worked/Week

Dates of Employment

May we contact this supervisor for a reference?

Responsibilities:

Reason for Leaving:

References

Please list three professional references we may contact who have knowledge of your qualifications.

Name					Title/Occupation			Company	
Address		City	State	Zip	Phone				
Name					Title/Occupation			Company	
Address		City	State	Zip	Phone				
Name					Title/Occupation			Company	
Address		City	State	Zip	Phone				

Additional Comments

Disclaimer and Signature

AUTHORIZATION

I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Village of DeForest.

I understand that any employment is conditioned on a background check. I authorize the Village to thoroughly investigate all statements contained in my application or resume, and I authorize my former academic facilities, schools, employers, and references to disclose any and all information regarding my former training and scores, employment, character, and general reputation to the Village, without giving me prior notice of such disclosure. In addition, I release the Village, my academic facilities and schools, former employers, and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. I further understand that no promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the Village unless made in writing.

If I am offered employment I agree to submit to a medical examination and drug test if required before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Village and as permitted by contract or law. I consent to such examinations and tests, and I request that the examining doctor disclose to the Village the results of the examinations and tests, which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug test.

Signature

Date

The Village of DeForest is an Affirmative Action and Equal Opportunity Employer

Thank you for your interest in Village of DeForest Employment.