# CITY OF PORTAGEVILLE
Employment Application

## APPLICANT INFORMATION

| | | | | | |
|---|---|---|---|---|---|
| Last Name | | First | | M.I. | Date |
| Street Address | | | | Apartment/Unit # | |
| City | | State | | ZIP | |
| Phone | | E-mail Address | | | |
| Date Available | | Social Security No. | | Desired Salary | |
| Position Applied for | | | | | |

| | | | | |
|---|---|---|---|---|
| Are you a citizen of the United States? | YES ☐ | NO ☐ | If no, are you authorized to work in the U.S.? | YES ☐ NO ☐ |
| Have you ever worked for this company? | YES ☐ | NO ☐ | If so, when? | |
| Have you ever been convicted of a felony? | YES ☐ | NO ☐ | If yes, explain | |

## 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 |

## REFERENCES

*Please list three professional references.*

| | | | |
|---|---|---|---|
| Full Name | | Relationship | |
| Company | | Phone | |
| Address | | | |
| Full Name | | Relationship | |
| Company | | Phone | |
| Address | | | |
| Full Name | | Relationship | |
| Company | | Phone | |
| Address | | | |

## PREVIOUS EMPLOYMENT

Company | Phone

Address | Supervisor

Job Title | Starting Salary $ | Ending Salary $

Responsibilities

From To | Reason for Leaving

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company | Phone

Address | Supervisor

Job Title | Starting Salary $ | Ending Salary $

Responsibilities

From To | Reason for Leaving

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company | Phone

Address | Supervisor

Job Title | Starting Salary $ | Ending Salary

Responsibilities

From To | Reason for Leaving

May we contact your previous supervisor for a reference? YES ☐ NO ☐

## MILITARY SERVICE

Branch | From To

Rank at Discharge | Type of Discharge

If other than honorable, explain

## DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature | Date