

APPLICATION FOR EMPLOYMENT

City of Kosciusko

PERSONAL INFORMATION

Date of Application: _____

Name:

Last

First

Middle

Address:

Street

(Apt)

City, State

Zip

Alternate Address:

Street

City, State

Zip

Contact Information:

() _____

() _____

Home Telephone

Cell

Email

Social Security Number _____

Are you a U.S. Citizen or an Alien authorized to work in the United States? ___ Yes ___ No

POSITION SOUGHT: _____

Available Start Date: _____

Desired Pay Range: _____

By Hour or Salary

Referred by _____

Are you currently employed? _____

If so may we inquire of your present employer? ___ Yes ___

No

EDUCATION

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
High School			
College or University			
Specialized Training, Trade School, etc...			
Other Education			

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.

PREVIOUS EXPERIENCE

Please list beginning from most recent

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

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References: Give the names of three persons, not related to you, whom you have known at least one year,

Name	Address	Business	Years Acquainted
1.			
2.			
3.			

DO NOT WRITE BELOW THIS LINE

Interviewed by _____ **Date** _____

Remarks _____

Neatness _____ **Ability** _____

Hired _____ **Yes** _____ **No** _____

Position _____ **Department** _____

Salary _____ **Date reporting to work** _____

Approved _____ **Date** _____