

AMERICAN FORK CITY EMPLOYMENT APPLICATION

(Please Print Plainly)

PERSONAL

DATE _____

NAME _____ SOCIAL SECURITY NO. _____

ADDRESS _____ CITY _____ PHONE NO. _____

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE U.S.A.? _____

POSITION APPLIED FOR _____ RATE OF PAY EXPECTED _____

HAVE YOU EVER BEEN EMPLOYED BY AMERICAN FORK CITY? IF SO, WHEN _____

LIST ANY OTHER EXPERIENCES, SKILLS, OR QUALIFICATIONS WHICH YOU FEEL WOULD QUALIFY YOU FOR THIS POSITION _____

RECORD OF EDUCATION

SCHOOL	NAME AND ADDRESS OF SCHOOL	COURSE OF STUDY	DEGREE
HIGH SCHOOL			
COLLEGE			
OTHER			
(SPECIFY)			

LIST ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH THE MOST RECENT				
NAME AND ADDRESS OF COMPANY AND TYPE OF BUSINESS	FROM TO	WEEKLY STARTING	WEEKLY LAST	SUPERVISOR AND REASON FOR LEAVING

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NAME AND ADDRESS OF COMPANY AND TYPE OF BUSINESS	FROM TO	WEEKLY STARTING	WEEKLY LAST	SUPERVISOR AND REASON FOR LEAVING

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I HEREBY GIVE PERMISSION TO CONTACT THE EMPLOYERS LISTED CONCERNING ANY INFORMATION YOU DEEM RELEVANT.

SIGNATURE

IF THERE IS A PARTICULAR EMPLOYER YOU DO NOT WISH US TO CONTACT, PLEASE INDICATE WHICH ONE(S):

PERSONAL REFERENCES (Not Former Employers or Relatives)

NAME AND OCCUPATION	ADDRESS & CITY	TELEPHONE

ARE YOU RELATED TO ANY EMPLOYEE(S) OF AMERICAN FORK CITY? _____

THE FACTS SET FORTH IN MY APPLICATION FOR EMPLOYMENT ARE TRUE AND COMPLETE. YOU ARE HEREBY AUTHORIZED TO MAKE AN INVESTIGATION OF MY PERSONAL HISTORY AND FINANCIAL CREDIT RECORD THROUGH ANY INVESTIGATION OR CREDIT AGENCIES OR BUREAUS OF YOUR CHOICE.

SIGNATURE OF APPLICANT

.....
HIRING INFORMATION

POSITION _____

HIRE DATE _____ TERMINATION DATE _____

HOURS TO BE WORKED PER WEEK _____ HOURLY WAGE _____

CERTIFICATES OR SPECIAL SKILLS REQUIRED _____

DUTIES TO BE PERFORMED _____

ANY OBSERVATIONS RELATIVE TO IMPACT ON CURRENT FISCAL YEAR BUDGET _____

TO THE BEST OF MY KNOWLEDGE THE ABOVE-NAMED APPLICANT HAS DISCLOSED TO THE CITY INDIVIDUALS(S) RELATED TO HIM/HER WHO WORK FOR THE CITY, AS FOLLOWS: _____

DEPARTMENT HEAD

CHIEF OF STAFF

HUMAN RESOURCES DIRECTOR

MAYOR

***THE PROPOSED EMPLOYEE WILL NOT BE HIRED UNTIL ALL OF THE ABOVE FOUR SIGNATURES ARE OBTAINED. ***