

**VILLAGE OF FREDERICKTOWN**  
**APPLICATION FOR EMPLOYMENT**

**An EQUAL OPPORTUNITY EMPLOYER**

*(PLEASE PRINT)*

**Date of Application** \_\_\_\_\_ **Position(s) Applied For** \_\_\_\_\_

<b>Name</b>		<b>Telephone</b>	
	Last                      First                      Middle		Area Code
<b>Address</b>			
	Number      Street                      City                      State      Zip Code		

If employed and under 18 years of age, can you furnish a work permit?       Yes       No

Have you filed an application with the Village of Fredericktown before       Yes       No

If yes, give date: \_\_\_\_\_

Have you ever been employed with the Village of Fredericktown before?       Yes       No

If yes, give date: \_\_\_\_\_

Are you currently employed?       Yes       No

If yes, may we contact your present employer?       Yes       No

Are you prevented from lawfully becoming employed  
in this country because of visa or immigration status?  
*(Proof of citizenship or immigration status will be required upon employment.)*       Yes       No

On what date would you be available for work? \_\_\_\_\_

When are you available to work?       Full Time       Part Time       Shift Work       Temporary

Have you been convicted of a felony within the last 7 years? \*       Yes       No  
*(Conviction will not necessarily disqualify applicant from employment.)*

If yes, please explain:

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**EDUCATION:**

	High School				Vocational Training				College/ University				Graduate/ Professional			
<b>School Name</b>																
<b>Years Completed/ Degree</b>	9 <input type="checkbox"/>	10 <input type="checkbox"/>	11 <input type="checkbox"/>	12 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
<b>Diploma/Degree</b>																
<b>Describe Course of Study</b>																
<b>Describe Specialized Training, Apprenticeship, Skills and Extra-Curricular Activities</b>																

**Honors Received:** \_\_\_\_\_

*State any additional information you feel may be helpful to us in considering your application.*

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List professional, trade, business or civic activities and offices held. (You may exclude memberships that would reveal sex, race, religion, national origin, age, ancestry, disability or other protected status.)

Give name, address and telephone numbers of three references who are not related to you and are not previous employers.

1. Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_
  
2. Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_
  
3. Name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_

**EMPLOYMENT EXPERIENCE**

Start with your present or last job. Include military service assignments and volunteer activities. (You may exclude organization names that would reveal sex, race, religion, national origin, age, ancestry, disability or other protected status.)

<b>1.</b>	<b>Employer:</b>		<b>Dates Employed</b>	
	<b>Address:</b>		<b>From:</b>	<b>To:</b>
	<b>Phone Number:</b>		<b>Hourly Rate/Salary</b>	
	<b>Job Title:</b>	<b>Supervisor:</b>	<b>Starting:</b>	<b>Final:</b>
	<b>Work Performed:</b>			
	<b>Reason for Leaving:</b>			

2.	<b>Employer:</b>		<b>Dates Employed</b>	
	<b>Address:</b>		<b>From:</b>	<b>To:</b>
	<b>Phone Number:</b>		<b>Hourly Rate/Salary</b>	
	<b>Job Title:</b>	<b>Supervisor:</b>	<b>Starting:</b>	<b>Final:</b>
	<b>Work Performed:</b>			
	<b>Reason for Leaving:</b>			
3.	<b>Employer:</b>		<b>Dates Employed</b>	
	<b>Address:</b>		<b>From:</b>	<b>To:</b>
	<b>Phone Number:</b>		<b>Hourly Rate/Salary</b>	
	<b>Job Title:</b>	<b>Supervisor:</b>	<b>Starting:</b>	<b>Final:</b>
	<b>Work Performed:</b>			
	<b>Reason for Leaving:</b>			
4.	<b>Employer:</b>		<b>Dates Employed</b>	
	<b>Address:</b>		<b>From:</b>	<b>To:</b>
	<b>Phone Number:</b>		<b>Hourly Rate/Salary</b>	
	<b>Job Title:</b>	<b>Supervisor:</b>	<b>Starting:</b>	<b>Final:</b>
	<b>Work Performed:</b>			
	<b>Reason for Leaving:</b>			

*If you need additional space, please continue on a separate sheet of paper.*

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**Special Skills and Qualifications**

Summarize special skills and qualifications acquired from employment experience or education.

**NOTES:**

## APPLICATION FOR EMPLOYMENT

### Applicant's Statement

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 180 days. If I wish to be considered for employment beyond this time period, I understand that I need to inquire as to whether or not applications are being accepted at that time.

I understand that neither this document nor any offer of employment from the employer constitutes an employment contract unless a specific document to that effect is executed by the employer and me in writing.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

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Signature of Applicant

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Date