

APPLICATION FOR EMPLOYMENT

CITY OF YAMHILL
P.O. BOX 9
YAMHILL, OR 97148
503-662-3511

Please Print or Type

Position applied for _____

Phone: _____

Name: _____
 Last First Middle

Message Phone: _____

Work Phone: _____

Mailing Address _____
 Street _____
 City State Zip

May we contact you at work? ____ yes
 ____ no

EDUCATION

Name and Location of School	Dates		Graduated		Credit Hours Earned	Type of Degree, Diploma, or Certificate
	From	To	Yes	No		
High School or GED						
Vocational, Tech, or Jr. College						
College or University						
Course of Study/Major						
Other						

Honors received/state any additional information you feel may be helpful to us in considering your application:

EMPLOYMENT HISTORY

Please complete this section even if you attach a resume. List your work experience, most recent first, during the past ten years. Include military and volunteer experience. Attach additional sheet if necessary.

Employer	Telephone	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Supervisor	Hourly Rate/Salary		
Reason For Leaving		Starting	Ending	

Employer	Telephone	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Supervisor	Hourly Rate/Salary		
		Starting	Ending	
Reason For Leaving				
Employer	Telephone	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Supervisor	Hourly Rate/Salary		
		Starting	Ending	
Reason For Leaving				
Employer	Telephone	Dates Employed		Work Performed
		From	To	
Address				
Job Title	Supervisor	Hourly Rate/Salary		
		Starting	Ending	
Reason For Leaving				

REFERENCES

List the names of three persons other than former employers and relatives having knowledge of your character, experience, or ability.

NAME	ADDRESS	RELATIONSHIP	PHONE

Have you ever been convicted of a felony? Yes No (circle one)
(Please exclude cases processed in the juvenile court or expunged convictions.)
Conviction does not necessarily disqualify your from employment.

RELEASE OF INFORMATION

I understand that this application does not represent a contract of employment. I also understand that if I am employed by the City of Yamhill, my employment can be terminated with or without cause during my probationary period or seasonal/temporary status of employment and thereafter in accord with City policy which may be revised by the City periodically.

I affirm that each answer to the questions incorporated into this application and all other information otherwise furnished by me is and shall be true, complete, and correct. I understand that falsification, misrepresentation or omission of information on my application may result in disqualification of my application, or dismissal from employment if I am employed. I also understand that failure to sign the application form below may disqualify me from the employment selection process. Within not more than three (3) days of employment, I will provide proof as required on the US Government, I-9 Form that I am legally eligible for employment in the United States. If I cannot provide such proof in accordance with Federal Law, I understand that I will be terminated.

I understand that criminal and civil court/law enforcement records, motor vehicle driving records, education verification and reference checks will be conducted on final candidates prior to an offer of employment.

I have read and understand that by signing this application, I authorize the City of Yamhill to conduct and hold the City of Yamhill harmless from any result of the reference and background check that the City makes. I hereby authorize and release from all and any liability whatsoever all former employers and their employees, educational institutions, law enforcement agencies, and/or other government agencies, who I hereby request to provide/release information to and candidly respond to any inquires of the City of Yamhill and its agents regarding my employment, character, job performance, ability, education, criminal and civil court/law enforcement records and motor vehicles records, that may be in their possession.

Signature of Applicant

Date