

3. Business Name and Address of Next Most Recent Employer (List Below)

Telephone No. \_\_\_\_\_

Immediate Supervisor (List Below)

Date Hired (List Below)

Starting Rate of Pay (List Below)

Job Title and Duties (List Below)

Date You Left (List Below)

Last Rate of Pay (List Below)

Reason for Leaving

May We Contact This Employer? Yes No

Please provide any additional information such as special skills, training, management experience, equipment operation or qualifications you feel will be helpful to us in considering your application.

Are you claiming a veteran's preference for this position? Yes No If so, please detail the grounds on which you claim the preference.

**REFERENCES**

(Do not list relatives or former employers)

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

**JOB APPLICANT'S AGREEMENT AND CERTIFICATION**

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in this application to verify my statements, and I authorize the past employers, all references, and any other persons to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I understand that nothing contained in this employment application or in the granting of an interview is intended to create an employment contract between the City and myself for either employment or for the providing of any benefit. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon the City unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that the City retains the same right.

I understand that prior to being offered employment with the City, I may be requested to take an employment examination. In the event that I have a disability which will affect my ability to take the test, I will so inform the City prior to the administration of the test so that a reasonable accommodation can be made. Requested accommodations may include accessible testing sites, modified testing conditions, and accessible testing formats. The City reserves the right to require medical documentation concerning the need for the accommodation.

I understand that if employed, policies and rules which are not conditions of employment and that the employer may revise policies or procedures, in whole or in part, at any time.

I understand that this application will be kept on active file for 6 months from the date completed, after which time I would have to reapply in accordance with established City procedures.

I have read and do understand the job description of the position for which I am applying and represent that I meet or exceed the qualification requirements and I can perform the essential duties and responsibilities outlined in the job description.

Signature of Applicant

Date