

If the job requires completion of specific course of training, indicate that which you have completed. _____

If the job requires the operation of specific machinery or specific skills, list those at which you are competent. _____

Have you used various types of office equipment? If so, please list _____

FORMER EMPLOYERS: (please list the most recent first)

Company Name	Telephone
Address	Dates of Employment
Name of Supervisor	Weekly pay Starting \$ Last \$
Job Title & Description of Work	Reason for Leaving

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We may contact the employers listed above, unless you indicate those that you do not want us to contact. Do not contact:

Employer

Employer

REFERENCES: Give below the name of three persons not related to you, whom you have known at least one year.

Name	Address	Business	Phone #
1.			
2.			
3.			

OTHER:

Do you have a valid driver's license? *Yes No* CDL? *Yes No*

Special Skills & Training not previously listed: _____

Have you been convicted of a crime in the past ten years, excluding misdemeanors and summary offenses, which has not been annulled, expunged or sealed by a court? *Yes No* If yes, please describe in full. _____

State names of relatives and friends working for the City of Cherokee _____

SERVICE RECORD: (Requires Documentation)

U.S. Military or Naval Service _____ Rank _____

Present Membership in National Guard or Reserves *Yes No*

If yes, Date of Obligation From _____ to _____

Do you qualify for Veteran's Preference *Yes No Don't Know*

AUTHORIZATION – READ CAREFULLY

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. I hereby authorize the necessary authorities, as needed, to conduct a background check which may include criminal history data and driving record.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization. In the event of employment, I understand that false or misleading information given in this application or any interview(s) may result in discharge. If employed, I understand that I am required to abide by all rules and regulations of the employer.

Signature of Applicant

Date

