

APPLICATION FOR EMPLOYMENT

CITY OF TEKOA

P.O. Box 927

Tekoa, Washington 99033-0927

Telephone (509)284-3861

Fax (509)284-3590

POSITION APPLYING FOR _____

****An Equal Opportunity/Affirmative Action Employer****

PERSONAL

NAME			DATE
LAST	FIRST	MIDDLE INITIAL	
ADDRESS			SOCIAL SECURITY NUMBER
CITY	STATE	ZIP	TELEPHONE

EDUCATION

SCHOOL	ADDRESS	COURSE OF STUDY	DIPLOMA/DEGREE
HIGH SCHOOL			
COLLEGE/UNIVERSITY			
TRADE			
OTHER			

COMPLETE IF YOU HAVE SERVED IN THE MILITARY

BRANCH OF SERVICE	DATES OF DUTY	RANK AT DISCHARGE	HONORABLE DISCHARGE
			<input type="checkbox"/> YES <input type="checkbox"/> NO

REFERENCES (other than relatives and former employers)

NAME	ADDRESS	TELEPHONE

POSITION INFORMATION

POSITION APPLIED FOR	DATE AVAILABLE	SCHEDULE DESIRED
		<input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME
HOW DID YOU HEAR ABOUT THIS POSITION?	HRS/DAYS UNABLE TO WORK	

SPECIAL SKILLS OR TRAINING

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EMPLOYMENT (Start with most recent)

COMPANY	ADDRESS	TELEPHONE
DUTIES	FROM MONTH/YEAR	TO MONTH/YEAR
JOB TITLE	SUPERVISOR	STARTING SALARY

REASON FOR LEAVING (Please check if you do not want us to contact this employer)

COMPANY	ADDRESS	TELEPHONE
DUTIES	FROM MONTH/YEAR	TO MONTH/YEAR
JOB TITLE	SUPERVISOR	STARTING SALARY

REASON FOR LEAVING

COMPANY	ADDRESS	TELEPHONE
DUTIES	FROM MONTH/YEAR	TO MONTH/YEAR
JOB TITLE	SUPERVISOR	STARTING SALARY

REASON FOR LEAVING

ALL APPLICANTS MUST COMPLETE AND SIGN BELOW

Answer YES or NO to each listed item. If the answer is YES to any item, explain indicating the charge of finding, the date and the court(s) involved.

HAVE YOU EVER BEEN:

A. CONVICTED OF ANY CRIME AGAINST PERSONS (Reckless endangerment; simple first, second, or third degree assault; unlawful imprisonment; communicating with a minor; first degree promoting prostitution; vehicular homicide; incest; indecent liberties; first, second and third degree burglary; first degree arson; first and second degree robbery; first, second or third degree statutory rape; aggravated murder; first or second degree murder; first or second degree kidnapping.)

NO _____ **YES** _____ **EXPLAIN:** _____

B. FOUND IN ANY DEPENDENCY ACTION BY A COURT IN A DOMESTIC RELATIONS PROCEEDING OR IN ANY DISCIPLINARY BOARD FINAL DECISION TO HAVE SEXUALLY ASSAULTED OR EXPLOITED ANY MINOR OR TO HAVE SEXUALLY ABUSED ANY MINOR.

NO _____ **YES** _____ **EXPLAIN:** _____

C. IN THE LAST SEVEN YEARS RELEASED FROM PRISON OR CONVICTED OF ANY OFFENSE THAT INVOLVED DRUGS, EMBEZZLEMENT OR FRAUD.

NO _____ **YES** _____ **EXPLAIN:** _____

All of the information I have provided in this application is true, correct, and complete. I authorize the City of Tekoa to inquire with former employers or references and obtain any and all information regarding my job related background. I also authorize the City of Tekoa to check for any conviction(s) on record. I release and waive the City of Tekoa, my former employers, and all references from any and all liability in obtaining and disclosing such information. I agree that if I have provided false or incomplete statements, the City may, at its sole discretion, without notice or due process procedures, terminate my employment and application.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

SIGNATURE OF APPLICANT _____

DATE _____

The City of Tekoa is an Equal Opportunity Employer.