

CITY OF FORT ATKINSON

Employment Application



PLEASE PRINT OR TYPE

Date of Application _____

Name: _____
 (Last) (First) (Middle)

Address: _____
 (Number & Street) (City) (State) (Zip)

Phone: _____ E-mail: _____

Position(s) Applied For: _____

Referral Source: Advertisement Website Friend Relative Walk-in
 Other _____

If you are under 18 years of age, can you provide proof of eligibility to work? **Yes** or **No**

Can you provide written evidence of a right to work (I-9 form)? **Yes** or **No**

Have you filed an application here before? **Yes** or **No** If yes, give date _____

Have you ever been employed here before? **Yes** or **No** If yes, give date _____

Are you currently employed? **Yes** or **No** May we contact your present employer? **Yes** or **No**

Are you on Lay-off and Subject to recall? **Yes** or **No**

Are you available to work... Full Time or Part Time

On what date would you be available for work? _____

Do you hold a valid Drivers' License? **Yes** or **No** C.D.L. License? **Yes** or **No**

Have you been convicted of a felony within the last seven (7) years? **Yes** or **No** If yes, please explain: _____

(Conviction will not necessarily disqualify applicant from employment)

EDUCATION AND TRAINING				
Circle the highest grade or year completed in school 1 2 3 4 5 6 7 8 9 10 11 12	Do you have a High School Diploma? YES <input type="radio"/> NO <input type="radio"/> OR Do you have a GED Equivalency? YES <input type="radio"/> NO <input type="radio"/>		Name and Location of High School	
TRAINING BEYOND HIGH SCHOOL (College or University, Nursing, Business College, or other schools you have attended).			Circle the number of years in College or University 1 2 3 4 5 6 7 8	
NAME & LOCATION	DATES ATTENDED FROM TO	CREDITS EARNED	MAJOR FIELD	DEGREE CONFERRED & YEAR
Describe any education or training you have which is not covered above, such as vocational school, correspondence courses, service schools, in-service training or volunteer work which you feel is relevant to the job or jobs for which you are applying. Also include relevant licenses, certificates and memberships in professional or technical associations. For clerical positions, please list typing speed and office machines that you operate (Please be specific)				

