

# Village of St. Paris, Ohio

## EMPLOYMENT APPLICATION



### Application information

Full name:

\_\_\_\_\_  
*Last First M.I.*

Date:

\_\_\_\_\_

Address:

\_\_\_\_\_  
*Street address Apt/Unit #*

Phone:

\_\_\_\_\_

Email:

\_\_\_\_\_

DL no:

\_\_\_\_\_

Date Available:

\_\_\_\_\_

S.S. no:

\_\_\_\_\_

Desired Salary

\$

\_\_\_\_\_

Position applied for:

\_\_\_\_\_

Are you a citizen of the United States?

Yes ☐

No ☐

Available for work: (circle)

Full Time

Part Time

If no, are you authorized to work in the U.S.?

Yes ☐

No ☐

Days Available: (circle)

M T W TH F S Su

Are you 18 years of age or older?

Yes ☐

No ☐

Shift Desired: (circle)

1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> Any

### Education

High school:

\_\_\_\_\_

Address:

\_\_\_\_\_

From:

\_\_\_\_\_

To:

\_\_\_\_\_

Graduation Date:

\_\_\_\_\_

College:

\_\_\_\_\_

Address:

\_\_\_\_\_

From:

\_\_\_\_\_

To:

\_\_\_\_\_

Graduation Date:

Yes ☐

No ☐

Degree:

\_\_\_\_\_

Other:

\_\_\_\_\_

Address:

\_\_\_\_\_

From:

\_\_\_\_\_

To:

\_\_\_\_\_

Graduation Date:

Yes ☐

No ☐

Degree:

\_\_\_\_\_

### References

Please list three professional references.

Full name:

\_\_\_\_\_

Relationship:

\_\_\_\_\_

Company:

\_\_\_\_\_

Phone:

\_\_\_\_\_

Address:	_____	Email:	_____
Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____
Full name:	_____	Relationship:	_____
Company:	_____	Phone:	_____
Address:	_____	Email:	_____

## Previous Employment

Company:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job title:	_____	From:	_____ To: _____
Responsibilities:	_____		

May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	------------------------------	-----------------------------

Company:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job title:	_____	From:	_____ To: _____
Responsibilities:	_____		

May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	------------------------------	-----------------------------

Company:	_____	Phone:	_____
Address:	_____	Supervisor:	_____
Job title:	_____	From:	_____ To: _____
Responsibilities:	_____		
May we contact your previous supervisor for a reference?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

## Military Service

Branch:	_____	From:	_____ To: _____
Rank at discharge:	_____	Type of discharge:	_____
If other than honorable, explain:	_____		

## Disclaimer and signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature:	_____	Date:	_____
------------	-------	-------	-------