



JOB APPLICATION

Town of Mayodan • Human Resources

PERSONAL DETAILS

Full Name

Today's Date

Position Applying For

Enter the exact job title / posting you are applying for

Email Address

Phone Number

Home Address

City

State

Zip

ELIGIBILITY & AVAILABILITY

Legally authorized to work in the U.S.?

☐ Yes ☐ No

Valid driver's license?

☐ Yes ☐ No

Desired Start Date

Employment Type Desired (check all that apply)

☐ Full-Time ☐ Part-Time ☐ Seasonal ☐ Temporary

Days / Hours Available

e.g., Weekdays 8am–5pm; available weekends

EDUCATION

Highest Level of Education Completed

- ☐ High School Diploma / GED
☐ Associate's Degree
☐ Bachelor's Degree
☐ Master's Degree

Degree(s) Earned

SKILLS & QUALIFICATIONS

Relevant Skills

Technical, soft, or job-specific skills

Certifications or Special Training (if applicable)



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EMPLOYMENT HISTORY

List your two most recent employers, most recent first.

Employer #1 – Name

Job Title

Dates: From

To

Responsibilities & Achievements

Employer #2 – Name

Job Title

Dates: From

To

Responsibilities & Achievements

ADDITIONAL INFORMATION

How did you hear about this job?

e.g., Referral, Online Job Board, Town Website, etc.

Have you ever worked for the Town of Mayodan before?

☐ Yes ☐ No

If yes, when and in what position?

Do you have any friends or family that work for the Town of Mayodan?



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REFERENCES

Please provide two professional references who are familiar with your work.

Reference 1 – Name

Relationship to Applicant

Phone Number

Email

Reference 2 – Name

Relationship to Applicant

Phone Number

Email

APPLICANT'S DECLARATION

By submitting this application, I confirm that the information provided is accurate and complete to the best of my knowledge. I understand that any false information may disqualify me from consideration for employment.

Print Name

Date

Applicant Signature

Type your full name to sign electronically

HOW TO SUBMIT YOUR APPLICATION

1. Complete and save this fillable PDF.
2. Click the button below to open a new email, already addressed to the Town Clerk.
3. Attach your saved application and a current resume, then send.

You may also submit both documents in person or by mail to Mayodan Town Hall.

 **Email My Application**

Opens a new email addressed to clerk@mayodannnc.org

The Town of Mayodan is an Equal Opportunity Employer.