

*Application for Employment with*  
**THE CITY OF NEEDLES**

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

*(Please Print)*

1. Position(s) Applied For _____	2. Date of Application _____
3. How Did You Learn About Us?      Advertisement      Friend      Walk-In      Employment Agency	
Relative      Certification Mailing      Other _____	

4. Last Name _____	First Name _____	Middle Name _____
5. Address _____	Street _____	City _____
	State _____	Zip Code _____
6. Telephone Numbers (s) _____		7. Social Security Number _____

8. If you are under 18 years of age, can you provide required proof of your eligibility of work?      \_\_\_ Yes      \_\_\_ No
9. Have you ever been employed with us before?      If yes, give date \_\_\_\_\_      \_\_\_ Yes      \_\_\_ No
10. Are you currently employed?      \_\_\_ Yes      \_\_\_ No
11. May we contact your present employer?      \_\_\_ Yes      \_\_\_ No
12. Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?      \_\_\_ Yes      \_\_\_ No  
*(Proof of citizenship or immigration status will be required upon employment.)*

**13. Education:** *(If Job Announcement requires course work in specific areas, please attach a list of courses completed.)*

	Name of School City, State	Course of Study	Years Completed	Diploma / Degree
<b>High School</b>				
<b>Undergraduate College</b>				
<b>Graduate Professional</b>				
<b>Other (Specify)</b>				

14. Indicate any foreign languages you can speak, read and / or write.

	Fluent	Good	Fair
<b>Speak</b>			
<b>Read</b>			
<b>Write</b>			

*If you need additional space, please continue on a separate sheet of paper.*

15. Describe any specialized training, apprenticeship, skills and extra-curricular activities. \_\_\_\_\_

16. Other Qualifications (state any additional information you feel may be helpful to us in considering your application). \_\_\_\_\_

**17. Employment Experience**

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations, which indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer	Dates Employed		Work Performed
	<i>From</i>	<i>To</i>	
Address			
Telephone Number(s)	Hourly Rate / Salary		
	<i>Starting</i>	<i>Final</i>	
Job Title	Supervisor		
Reason for Leaving			
Employer	Dates Employed		Work Performed
	<i>From</i>	<i>To</i>	
Address			
Telephone Number(s)	Hourly Rate / Salary		
	<i>Starting</i>	<i>Final</i>	
Job Title	Supervisor		
Reason for Leaving			
Employer	Dates Employed		Work Performed
	<i>From</i>	<i>To</i>	
Address			
Telephone Number(s)	Hourly Rate / Salary		
	<i>Starting</i>	<i>Final</i>	
Job Title	Supervisor		
Reason for Leaving			

*If you need additional space, please continue on a separate sheet of paper*

**18. References**

1.

	Phone #
	City, State Zip

2.

	Phone #
	City, State Zip

3.

	Phone #
	City, State Zip

**19. Certification of Applicant:** I certify that all statements made in this entire application, including any attachments, are true and complete to the best of my knowledge. I understand that any false statements of material facts will subject me to disqualification or dismissal.

Name (Please Print)	Signature	Date
Address	City, State	Zip