



Employment Application

Applicant Information

Full Name: _____		Date: _____	
<i>Last</i>	<i>First</i>	<i>M.I.</i>	
Address: _____			
<i>Street Address</i>			<i>Apartment/Unit #</i>
<i>City</i>		<i>State</i>	<i>ZIP Code</i>
Phone: _____		Email _____	
Date Available: _____		Desired Salary: \$ _____	
Position Applied for: _____			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?
			YES <input type="checkbox"/>
			NO <input type="checkbox"/>
Have you ever worked for the City of Oxford?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If yes, explain: _____			

Education

High School: _____		Address: _____	
From: _____	To: _____	Did you graduate?	Diploma: _____
		YES <input type="checkbox"/>	NO <input type="checkbox"/>
College: _____		Address: _____	
From: _____	To: _____	Did you graduate?	Degree: _____
		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Other: _____		Address: _____	
From: _____	To: _____	Did you graduate?	Degree: _____
		YES <input type="checkbox"/>	NO <input type="checkbox"/>

References

Please list three professional references.

Full Name: _____		Relationship: _____	
Company: _____		Phone: _____	
Address: _____			
Full Name: _____		Relationship: _____	
Company: _____		Phone: _____	
Address: _____			
Full Name: _____		Relationship: _____	
Company: _____		Phone: _____	
Address: _____			

Military Service

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

Employment History

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

By entering or signing my name below, 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: _____