



## **EDUCATION**

	NAME AND ADDRESS OF SCHOOL	COURSE OF STUDY	YEARS COMPLETED	DIPLOMA DEGREE
<b>Elementary School</b>				
<b>High School</b>				
<b>Undergraduate College</b>				
<b>Graduate College</b>				
<b>Other Specify</b>				

<ul style="list-style-type: none"> <li>▪ <b>Indicate any foreign languages you can speak, read and/or write</b></li> </ul>			
	<b>Fluent</b>	<b>Good</b>	<b>Fair</b>
<b>Speak</b>			
<b>Read</b>			
<b>Write</b>			
<ul style="list-style-type: none"> <li>▪ <b>Describe and specialized training, apprenticeship, skills and extra-curricular activities.</b></li> </ul>			
<ul style="list-style-type: none"> <li>▪ <b>Describe any job-related training received in the United States military.</b></li> </ul>			
<ul style="list-style-type: none"> <li>▪ <b>Describe any experience with computers and programs.</b> <i>Please describe capability levels of program use.</i></li> </ul>			
<ul style="list-style-type: none"> <li>▪ <b>List Professional, trade business or civic activities and offices held.</b> <i>You may exclude those which would reveal gender, race, religion, national origin, age, ancestry, or any other protected status</i></li> </ul>			

## Employment Experience

<b>Employer</b>		<b>Dates Employed</b> From      To		<b>Work Performed</b>
Address				
Telephone Numbers		<b>Hourly Rate</b> Start      Final		
Job Title	Supervisor			
Reason for Leaving				
<b>Employer</b>		<b>Dates Employed</b> From      To		<b>Work Performed</b>
Address				
Telephone Numbers		<b>Hourly Rate</b> Start      Final		
Job Title	Supervisor			
Reason for Leaving				
<b>Employer</b>		<b>Dates Employed</b> From      To		<b>Work Performed</b>
Address				
Telephone Numbers		<b>Hourly Rate</b> Start      Final		
Job Title	Supervisor			
Reason for Leaving				
<b>Employer</b>		<b>Dates Employed</b> From      To		<b>Work Performed</b>
Address				
Telephone Numbers		<b>Hourly Rate</b> Start      Final		
Job Title	Supervisor			
Reason for Leaving				

**Additional Employers may be listed on a separate sheet.**

**APPLICANT'S STATEMENT**

- I Certify that answers given herein are true and complete to the best of my knowledge.
- I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.
- I authorize the City of Canyonville to conduct background checks, which may include credit history.
- This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.
- I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.
- In the event of employment, I understand that false or misleading information given in my application or interviews (s) may result in discharge. I understand, also, that I am required to abide by all the rules and regulations of the employer.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**FOR PERSONNEL DEPARTMENT USE ONLY**

Arrange Interview ( ) Yes ( ) No

Remarks \_\_\_\_\_

Employed ( ) Yes ( ) No      Date of Employment \_\_\_\_\_

Job Title \_\_\_\_\_ Hourly/Salary Rate \_\_\_\_\_ Dept \_\_\_\_\_

By \_\_\_\_\_

Name and Title

Date

**NOTES**

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