

BRUNSWICK HILLS TOWNSHIP, OHIO

Application for Employment

1918 Pearl Road

Brunswick, OH 44212

(330) 220-8182

Committed to Diversity in the Workplace

Position Applied For: _____ Date: _____

Name: _____ Social Security Number: _____

Address: _____

Street City State Zip Code

Phone: Home (____) _____ Cell (____) _____ Work (____) _____

Email address: _____

Note: All prospective employees must submit proof of identity and eligibility for employment in the U.S. prior to appointment. A social security card and driver's license are preferred.

Are you legally eligible to work in the U.S.? Yes _____ No _____

If you are not a U.S. citizen, are there any restrictions on your eligibility for employment?

If employed and under 18, can you furnish a work permit? Yes _____ No _____

Have you ever worked for Brunswick Hills Township? Yes _____ No _____

If yes, which Department? _____ When? _____

EDUCATION: Circle the highest grade that you completed: 1 2 3 4 5 6 7 8 9 10 11 12 Name
and location of the last high school that you attended? _____ Did
you graduate? Yes _____ No _____

If not, have you passed a G.E.D. Test? Yes _____ No _____

Circle the number of years of post high school education completed: 1 2 3 4 5 6 7

School Name/Location	Date Graduated	Degree	Major Area of Study
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_____	_____	_____	_____
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_____	_____	_____	_____
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_____	_____	_____	_____
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Special Qualifications and Skills: (typing, shorthand, foreign languages, professional licenses and certificates, etc.)

Do you have a valid driver's license?

Yes _____ No _____

Commercial Driver's License?

Yes _____ No _____

List the types of vehicles you can operate and the amount of experience with each (for driving positions only)

Have you ever been fired or asked to resign from a job? Yes _____ No _____

If yes, give the name and address of the employer and describe the reason. _____

A firing or forced resignation does not automatically exclude you from employment. The circumstances, time elapsed and recent employment record will be considered.

Complete for Police or Fire position:

Birthdate: _____

U.S. Citizen? Yes _____ No _____

EXPERIENCE: The selection process for most positions involves an evaluation of relevant education and experience. It is important, therefore, that you provide enough details so that your qualifications can be properly evaluated. Start with your present job and work back. Include military service and volunteer experience. Additional experience should be listed by attaching sheets of paper or a personal resume. Be sure to include all requested information.

Present

Dates

Employer: _____

From: _____ To: _____

Phone

Avg. Hrs.

Address: _____

Number: _____ per Week: _____

Salary

Job Title: _____

Starting:\$ _____ Ending:\$ _____

Supervisor's Name: _____

Reason for Leaving: _____

Describe your work: _____

Employer: _____ From: _____ To: _____
Address: _____ Phone _____ Avg. Hrs. _____
Job Title: _____ Number: _____ per Week: _____
Salary _____ Starting: \$ _____ Ending: \$ _____
Supervisor's Name: _____ Reason for Leaving: _____

Describe your work: _____

Employer: _____ From: _____ To: _____
Address: _____ Phone _____ Avg. Hrs. _____
Job Title: _____ Number: _____ per Week: _____
Salary _____ Starting: \$ _____ Ending: \$ _____
Supervisor's Name: _____ Reason for Leaving: _____

Describe your work: _____

On what date would you be available for work? _____

Have you ever served in the military service? Yes _____ No _____
If yes, Branch: _____ Date Entered: _____ Date Discharged: _____

May we conduct a background check of your qualifications, character, and record of
employment? Yes _____ No _____ If no, please explain: _____

CERTIFICATION: This statement must be signed.

I certify that all of the statements made in this application are true and complete to the best of my knowledge. I understand that a false or incomplete answer may be grounds for not employing me, or for dismissing me after I have begun work. I waive all rights I might have against a previous employer who provides references and/or records concerning my employment history. I understand that for certain positions I may be required

to successfully complete a physical examination and/or alcohol and drug test. I understand that my driving record may be checked as well as my fingerprints and police record if I am employed in a sensitive job.

Signature

Date