

APPLICATION FOR EMPLOYMENT

Bazetta Township is an Equal Opportunity Employer

TODAY'S DATE: _____ POSITION APPLYING FOR: _____

NAME: _____

Last
First
MI

ADDRESS: _____

Number
Street
City
State
Zip

PHONE: _____ EMAIL: _____

Are you a U.S. citizen or otherwise eligible to work in the United States? Yes No

Do you have any relatives employed by Bazetta Township? Yes No

If yes, who? _____

	SCHOOL NAME AND ADDRESS	Did you Graduate?	DEGREE EARNED
HIGH SCHOOL			
COLLEGE			
TRADE SCHOOL			
OTHER			

Please use the space below for an explanation of additional skills or specialized training you have that are related to the position. (For example: computer skills, HazMat certification, CDL, etc.)

REFERENCES

Please provide three people we may contact for a professional recommendation. (Not former employers or relatives.)

NAME	ADDRESS	PHONE	RELATIONSHIP

EMPLOYMENT HISTORY

PRESENT OR LAST POSITION

Employer Name and Address Phone

LENGTH OF EMPLOYMENT: FROM: MO/YR _____ TO: MO/YR _____ Supervisor

MAY WE CONTACT YOUR PRESENT EMPLOYER FOR A REFERENCE? ____ Yes ____ No

JOB TITLE: _____ JOB DUTIES: _____

REASON FOR LEAVING: _____

SECOND PREVIOUS POSITION

Employer Name and Address Phone

LENGTH OF EMPLOYMENT: FROM: MO/YR _____ TO: MO/YR _____ Supervisor

MAY WE CONTACT THIS EMPLOYER FOR A REFERENCE? ____ Yes ____ No

JOB TITLE: _____ JOBDUTIES: _____

REASON FOR LEAVING: _____

THIRD PREVIOUS POSITION

Employer Name and Address Phone

LENGTH OF EMPLOYMENT: FROM: MO/YR _____ TO: MO/YR _____ Supervisor

MAY WE CONTACT THIS EMPLOYER FOR A REFERENCE? ____ Yes ____ No

JOB TITLE: _____ JOB DUTIES: _____

REASON FOR LEAVING: _____

DRIVING RECORD

The job you are applying for may require you to drive Township Vehicles. You must have and maintain a valid Ohio driver's license and remain insurable under the Bazetta Township vehicle insurance policy.

Do you have a valid driver's license? ____ Yes ____ No

Driver's License #: _____ State: _____ Expiration Date: _____

Have you had any driving violations in the last five years? ____ Yes ____ No

Has your Driver's License ever been suspended, revoked, denied, or cancelled? ____ Yes ____ No

If you answered yes to either of the above questions, please explain: _____

MILITARY SERVICE (OPTIONAL)

Have you had any military service in the U.S. Armed Forces? _____ Yes ___ No

If Yes, Branch of Service: _____

APPLICANT'S STATEMENT

1. I affirm that all my answers to the questions in this application are complete and true to the best of my knowledge and belief. I understand that falsification, misrepresentation, or omission either on my application or in my responses to questions asked during the interview or employment process may disqualify me from further consideration for employment, or dismissal if employed when the falsification, misrepresentation, or omission is discovered.
2. I understand that as a condition of my employment Bazetta Township will conduct a background investigation on me including a criminal record check and a driver's license check. I authorize this investigation to be conducted.
3. I understand that drug tests for the presence of illegal and controlled substances will be required before and during my employment.
4. I understand that there is a twelve (12) month probationary period if I am hired.
* Collective bargaining contracts supersede this probationary period

Signature of Applicant: _____

Date: _____

Bazetta Township is an Equal Opportunity Employer and provides equal terms and conditions of employment regardless of race, color, religion, sex, sexual orientation, gender identity, age, national origin, veteran status, military status, or disability.

Bazetta Township is a Drug-Free Workplace.