

Village of Johnson Creek

125 Depot Street
 P.O. Box 238
 Johnson Creek, WI 53038
 Phone (920) 699-2296
 Fax (920) 699-2292
www.johnsoncreek-wi.us



Crossroads with a Future

APPLICATION FOR EMPLOYMENT

The Village of Johnson Creek is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including race, color, religion, creed, gender, national origin, age, disability, genetic information, gender, citizenship, identity/reassignment, marital or veteran status, sexual orientation, pregnancy or maternity or other status covered by applicable state or federal employment laws or regulations.

(Please Print or Type)

| Personal Information | | | | | |
|--|-------|--------------------|----------------------------------|-------------|--|
| Last name: | | First name: | | M.: | |
| Street address: | | | | | |
| City: | | State: | | Zip: | |
| Home phone: | () - | Cell phone: | () - | | |
| Email address: | | | Soc. Sec. #: | | |
| Do you hold a valid Driver's License? Yes or No | | | C.D.L. License? Yes or NO | | |
| Driver's License Number: _____ | | | | | |
| Referral Source: <input type="checkbox"/> Advertisement <input type="checkbox"/> Website <input type="checkbox"/> Friend or Relative <input type="checkbox"/> Other _____ | | | | | |

| Employment Desired | | | |
|--|--|------------------------------------|-------|
| Position: | | Date you can start: | |
| Full or Part Time: | | Are you presently employed? | |
| Employer's name: | | Supervisor's name: | |
| If yes, may we contact your supervisor? | | Supervisor's phone: | () - |

| Education | | | | | |
|---|-------------------------------|----|-----------------------|--------------------|--------------------|
| <i>(Attach copies of transcripts, diplomas and/or certificates-except high school)</i> | | | | | |
| Did you graduate from high school? Yes <input type="checkbox"/> No <input type="checkbox"/> OR Do you have a GED Equivalency? Yes <input type="checkbox"/> No <input type="checkbox"/> | | | | | |
| Name & Location: | | | | | |
| TRAINING BEYOND HIGH SCHOOL: | | | | | |
| <u>Name & Location</u> | <u>Dates Attended</u> From | To | <u>Credits Earned</u> | <u>Minor/Major</u> | <u>Degree/Date</u> |
| | | | | | |
| | | | | | |
| | | | | | |

Special Studies/Research Work/Hobbies/Certifications

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| |
| |
| |

Other Work Experience

(most recent first)

| <u>Type of Work</u> | <u>Dates</u> | <u>Employer/Location</u> | <u>Supervisor Name/Phone</u> | <u>Reason for Leaving</u> |
|---------------------|--------------|--------------------------|------------------------------|---------------------------|
| | | | | |
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Criminal History

Please list ALL instances in which you were convicted as an ADULT for crimes (misdemeanors or felonies), ordinance violations, traffic violations and the like. Also, please list all criminal charges (misdemeanors or felonies) currently pending against you. Failure to include all information requested under this section may result in denial of employment. Have you been convicted or have charges pending, as listed above?

Please Check: Yes No If yes, please explain below (attach additional pages if necessary)

| Date | Location | Charge | Court | Disposition of Case |
|-------------|-----------------|---------------|--------------|----------------------------|
| | | | | |
| | | | | |

NOTE: A conviction record or pending arrest record does not constitute an automatic bar to employment and will be considered only if there is a substantial relationship to the circumstances of the particular position or if the Village deems there is a bona fide occupational qualification inherent in the position which requires this information prior to hiring.

References

(At least three persons not related to you and who you have known for at least one year)

| | | | |
|--|--|---|--|
| Name: Address: Phone: | | Business: Relationship: Years known: | |
| Name: Address: Phone: | | Business: Relationship: Years known: | |
| Name: Address: Phone: | | Business: Relationship: Years known: | |

I authorize investigation of all statements contained in this application. I understand omission or misrepresentation of facts is cause for dismissal. I further understand and agree my employment is subject to probation and thereafter my employment will be considered "at will." I further understand the Village of Johnson Creek has high standards of trust, honesty and integrity in its employees which I am willing and able to meet.

| | | | |
|--------------|--|-------------------|--|
| Date: | | Signature: | |
|--------------|--|-------------------|--|