

THIS APPLICATION WILL REMAIN ACTIVE FOR 6 MONTHS

 For what position are you applying?

Your Name; _____

Date available: _____

Date filed : _____

Circle one. Full Time Summer Part Time

**Application for employment
Village of Prentice
An equal opportunity employer functioning
Under an affirmative action plan**

READ CAREFULLY BEFORE FILLING OUT THIS APPLICATION

1. Read this application carefully before filling it out. This application will remain in our files as a permanent record of the information which you give.
2. Any false statement knowingly made in this application or any deception or fraud on your part, or on the part of any person signing a voucher on your behalf will be cause for eliminating you from consideration of village employment.
3. Answer all questions as completely as possible. Additional paper may be used if there is not sufficient space to answer questions in full.
4. File this application in the Clerk's office in the Village Hall or mail to 403 Center Street, Prentice, WI 54556

Name (in full) _____

LAST

FIRST

MIDDLE

1. Address _____

NUMBER

STREET

CITY

STATE

ZIP CODE

2. Home Phone No. _____ Cell Phone No. _____ Business Phone No. _____

3. Are you a citizen of the U.S.? Circle one. Yes No

4. How long have you been a resident of Prentice? _____

5. Are any of your relatives or members of your family presently employed by the Village of Prentice? (Answer fully) _____

If yes:

Department _____ Name _____ Relation _____

6. Have you ever been employed by the Village Of Prentice? _____ Any other city, county, or the state of Wisconsin? _____

If so, in what capacity and during what period? _____

Reasons for leaving _____

7. What is your present occupation? _____

8. What is the minimum monthly salary you will accept? _____

9. Have you ever been in the military service of the United States? Circle one. Yes No

If yes, when? _____

What were your duties in the service? _____

10. Have you ever been convicted of any violation of law or ordinance excluding minor traffic violations? If yes, give full particulars. _____

11. Were you ever discharged or forced to resign from any position? _____ If yes, please explain

12. Give the names of three responsible persons, who are not related to you who can recommend you as to personality, character, training, and ability.

NAME	ADDRESS	TELEPHONE NO.
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1. _____

2. _____

3. _____

13. Do you now hold a commercial driver's license? _____ Class _____ Special Endorsements (Air brakes, etc.) _____ Regular driver's license # _____

17. May we refer to your present and previous employers? Circle one. Yes No

If no, why? _____

18. Write a concise statement of your experience, training and use of equipment (office & non-office) which in your opinion qualifies you for the position for which you are applying.

19. List special qualifications or technical training:

I hereby declare that the foregoing statements are true and correct to the best of my knowledge and belief, and I understand that falsification may result in disqualification or removal from a village position. I understand that, if hired, my employment can be terminated with or without notice at any time, for any reason. I also understand that if no management official is authorized to make any oral assurance or promise of continued employment and that any such pledge or agreement must be in writing and signed by the Village President.

Signature: _____