



# City of Sheffield Lake

## Employment Application

Date: \_\_\_\_\_

(Please print or type)

Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_  
(Optional - Will be required upon employment)

Last                      First                      Middle

Address: \_\_\_\_\_ How long? \_\_\_\_ yrs. \_\_\_\_ mo.  
Street                      City                      State                      Zip

Previous Address: \_\_\_\_\_  
Street                      City                      State                      Zip

Are you legally eligible for employment in the U.S.A.? Yes \_\_\_\_ No \_\_\_\_ (If yes, verification will be required upon employment)

Are you of legal age to work? \_\_\_\_ Position which you are applying for: \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor? \_\_\_\_ If so, explain: \_\_\_\_\_

Are there any experiences, skills or qualifications which will be of benefit in the job for which you are applying? \_\_\_\_\_  
(Applicant should not list any information that Federal and/or State law precludes obtaining in the pre-employment stage.)

Please complete or provide resumé that would include the following information:

### Education:

School	Name & Address of School	Years completed	List Diploma or degree
Elementary			
High School			
College			
Trade or Other			

### Past Employment (starting with most recent):

Name, address and phone of business:	Dates of employment:	Final Salary:	Supervisor (name & phone #)
Job Duties or position held:		Reason for leaving:	

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Job Duties or position held:		Reason for leaving:	

## Past Employment (cont.)

Name, address and phone of business:	Dates of employment:	Final Salary:	Supervisor (name & phone #)
Job Duties or position held:		Reason for leaving:	

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Job Duties or position held:		Reason for leaving:	

## Professional License/s or Certifications:

License/Certification	State	License Number	Expiration Date

## Personal References (not former employers or relatives):

Name:	Phone #:	How long have you known this person?
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## Hobbies or Interests:

\_\_\_\_\_

The facts disclosed in this application for employment are true, factual and complete. I understand that, if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to or decides not to employ me. I understand and agree that my employment is at-will and can be terminated by the City with or without notice or cause, at any time and for any reason. No one, other than the Mayor of the City of Sheffield Lake, has any authority to hire or enter into any agreement for employment for any specified or non-specified period of time.

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