



City of Sheffield Lake

Employment Application

Date: _____

(Please print or type)

Phone #: _____

Name: _____ Social Security #: _____
Last First Middle (Optional - Will be required upon employment)

Address: _____ How long? _____ yrs.
Street City State Zip

Previous Address: _____
Street City State Zip

Are you legally eligible for employment in the United States? Yes _____ No _____ (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? _____

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

EDUCATION:

School	Name and 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 and final salary:	Supervisor (name & phone #)
Job duties or position held:	Reason for leaving:	

Name, address and phone of business:	Dates of employment and final salary:	Supervisor (name & phone #)
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:	

Name, address and phone of business:	Dates of employment:	Final Salary:	Supervisor (name & phone #)
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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Name:	Phone #:	How long have you known this person?

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