City of Chilton

Employment Application

42 School Street
Chilton, WI 53014
PHONE (920)849-2451 FAX (920)849-2025
www.chilton.govoffice.com

APPLICANT INFORMATION - Please Print			
Last Name	First	M.I.	Application Date
Street Address		Apt./Unit #	
City	State	ZIP	
Home Phone	Cell Phone		
Date Available	Social Security Number	Desired Salary	
Driver's License No.	Email		

QUALIFICATIONS
Position Applied For:
Are you a citizen of the U.S.? YES____ NO____ If no, are you authorized to work in the U.S.? YES____ NO____
Have you ever worked for this company? YES____ NO____ If so, when?
List Positions Held:
Have you ever been convicted of a felony? YES____ NO____If yes, explain.

EDUCATION			
High School		Address	
From	To	Did you graduate? YES____ NO____	Degree
College		Address	
From	To	Did you graduate? YES____ NO____	Degree
Other		Address	
From	To	Did you graduate? YES____ NO____	Degree

MILITARY SERVICE		
Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain.		

REFERENCES		
Please list three professional references.		
1. Full Name	Relationship	
Company	Phone ( )	
Address		
2. Full Name	Relationship	
Company	Phone ( )	
Address		
3. Full Name	Relationship	
Company	Phone ( )	
Address		

PREVIOUS EMPLOYMENT			
Company		Phone ( )	
Address		Supervisor	
Job Title		Starting Salary $_____	Ending Salary $_____
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES____ NO____			
Company		Phone ( )	
Address		Supervisor	
Job Title		Starting Salary $_____	Ending Salary $_____
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES____ NO____			
Company		Phone ( )	
Address		Supervisor	
Job Title		Starting Salary $_____	Ending Salary $_____
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES____ NO____			

CRIMINAL BACKGROUND
Have you ever pled guilty, or no contest to, or been convicted of an ordinance violation (other than minor traffic violations), misdemeanor, or felony? YES____ NO____
If yes, please explain.

EMERGENCY CONTACT(S) In case of an emergency, who should we contact?		
Name	Relationship	Phone
Name	Relationship	Phone

APPLICANT'S STATEMENT

By signing below, I certify that the answers given by me to the foregoing questions and/or statements are true and correct to the best of my knowledge and without misrepresentations or omissions of any kind. I further understand that the making of any false or misleading statement or willful omission on the Application for Employment, or any other document, may be used to deny me employment, or if employed, used for discipline, up to and including termination. I agree that the City of Chilton shall not be held liabile in any respect if my employment is terminated because of false statements, answers, or omissions made by me on this Employment Application or any other document.

I hereby grant permission to the City of Chilton to investigate any of the information included in this application. I also authorize the companies, schools, or persons named to give any information, transcripts, records, or documents requested regarding my work experience, educational background, liability for any damage that may result from furnishing this information to the City of Chilton.

I understand that if employed, I must complete the following documents before I begin to work: Work Permit (if under the age of 18 years), W-4 Certificate, I-9 Form.

I agree to conform to the rules, regulations and policies of the City of Chilton. I fully understand and agree that filling out this Application for Employment does not obligate the City of Chilton to offer me a job, nor does it obligate me to accept a job with the City of Chilton.

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Applicant's Signature

Date

City of Chilton is an equal opportunity employer. All hiring, promotion practices and other terms and conditions of employment shall be maintained and conducted in a manner which does not illegally discriminate on the basis of age, race, creed, political or religious affiliation, color, disability, marital status, gender, sexual orientation, national origin, ancestry, arrest record, conviction record or any of the protective classes covered under federal law (race, color, religion, sex (including pregnancy and sexual harassment) and national origin) or under state law (race, color, religious obseration or practice, sex, national origin, ancestry, age, creed, handicap, marital status, arrest record, conviction record, sexual orientation, sexual harassment, membership in the national guard, state defense force or any reserve component of the military force of the United States or this state, use or nonuse of lawful products off the employer's premises during non-working hours, unfair honesty testing and genetic testing).