



Application for Employment (Seasonal, Part-Time)

City of Groesbeck

402 W. Navasota
Groesbeck, TX 76642
254.729.3293

Applicants are considered for all positions without regard to Race, Color, Religion, Creed, Gender, National Origin, Age, Disability, Marital or Veteran Status, or any other Legally Protected Status.

Equal access to programs, services, or employment is available to all persons. Those applicants requiring reasonable accommodations to the applicant and/or interview process should notify a representative of the Human Resource Department.

APPLICANT INFORMATION

Last Name	First	M.I.	Date
Street Address			Apartment/Unit #
City	Prov.	Postal Code	
Phone	E-mail Address		
Date Available	Social Security No.	Desired Salary	
Position Applied for			
Are you a United States citizen?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If no, are you authorized to work in the US?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this city?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If so, when?	
Have you ever been convicted of a felony?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, explain	

EDUCATION

High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Diploma
College/University		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES

Please list three professional references.

Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
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 <input type="checkbox"/> NO <input type="checkbox"/>			
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 <input type="checkbox"/> NO <input type="checkbox"/>			
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 <input type="checkbox"/> NO <input type="checkbox"/>			

DISCLAIMER AND SIGNATURE	
<p>I certify that all information provided in this application is true and complete. I authorize any investigation into any statements made in this application of employment that may be necessary in arriving at an employment decision. I understand that if employed by the City, any deliberate falsifications or misrepresentations on this application may be grounds for dismissal. I understand that this is not a contract or guarantee of employment, nor does this application obligate the employer in any way if the employer decides to employ me. I understand that my employment is at will and can be terminated at any time for any reason or no reason by either party. I understand that this application will become the property of the City of Groesbeck along with anything accompanying the application.</p>	
Signature	Date