

CITY OF BLYTHEVILLE EMPLOYMENT APPLICATION

124 W. WALNUT ST., BLYTHEVILLE, AR 72315
(870) 763-3858 Office (870) 7620443 Fax

It is the policy of the City of Blytheville to provide equal employment opportunity to all individuals without regard to race, color, religion, marital status, age, sex, national origin, handicap, or veteran status.

Date: Drivers License Number: Class:

How did you learn about the position for which you are applying:

Newspaper Ad Friend or Relative Human Resource Office Other

Are you over 18 years of age? Yes No Social Security #

Last Name: First Name: MI:

Street Address:

City, State, ZIP Code:

Home Telephone: Work Telephone:

Have you ever been employed by the City of Blytheville? Yes No If yes, please give positions & dates worked:

Are you a relative of a current employee? Yes No
If yes, please give name:

Positions for which you are applying:

1st Position Applied For:

2nd Position Applied For:

3rd Position Applied For:

Earliest date available to work: Latest:

Please list any skills you possess, with length of experience – including business machines, transcription skills, foreign language, other abilities and types of experience (including any special skills from military service)

appropriate to the job for which you are applying:

Typing: Approximate WPM

Shorthand: Approximate WPM

Have you ever been convicted of a crime (except for traffic violations)?

Yes No If yes, nature of offense:

Military Record: Service in US Armed Forces? Yes No | If yes, Branch of Service:

Dates of Service: Rank or Discharge Status: Military Occupational Specialty:

Education

(ALL POSITIONS (EXCEPT LABORER POSITIONS) REQUIRE A HIGH SCHOOL DIPLOMA)

Circle Highest Grade Completed	Year	Name and Location (City/State) Of School	Diploma/Degree OR No. of Hrs. Obtained
High School 9 10 11 12	□□□□□	□□□□□	□□□□□
Vocational School Business School	□□□□□	□□□□□	□□□□□
College or University 1 2 3 4	□□□□□	□□□□□	□□□□□
Other Training or Graduate School	□□□□□	□□□□□	□□□□□

Employment History

List all previous employers for whom you have worked during the last five (5) years and any other employment that reflects experience related to the job for which you are applying. Explain any lapse between times when employed. List most recent job first. Use additional sheets if necessary.

Current or Most Recent Employer □□□□□	Phone □□□□□	Job Duties: □□□□□
Address □□□□□	Date Started □□□□□	Reason for Leaving: □□□□□
City, State, ZIP Code □□□□□	Date Left □□□□□	
Immediate Supervisor □□□□□	Last Wage □□□□□	
Former Employer □□□□□	Phone □□□□□	
Address □□□□□	Date Started □□□□□	
City, State, ZIP Code □□□□□	Date Left □□□□□	Reason for Leaving: □□□□□
Immediate Supervisor □□□□□	Last Wage □□□□□	
Former Employer □□□□□	Phone □□□□□	
Address □□□□□	Date Started □□□□□	
City, State, ZIP Code □□□□□	Date Left □□□□□	Reason for Leaving: □□□□□
Immediate Supervisor □□□□□	Last Wage □□□□□	
<p>May we contact your most recent employer? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Make any comments your feel we should be aware of when we contact your previous employers:</p> <p>□□□□□ □□□□□ □□□□□</p>		

References: Please give three (3) references, excluding relatives and former employers. Complete this section if you do not have at least two (2) years' work experience.

	Name	Address	Phone Number	Years Known
1	□□□□□	□□□□□	□□□□□	□□□□□
2	□□□□□	□□□□□	□□□□□	□□□□□
3	□□□□□	□□□□□	□□□□□	□□□□□

Are you legally eligible to work in the United States?

Yes

No