

VILLAGE OF HEMINGFORD APPLICATION FOR EMPLOYMENT

700 BOX BUTTE AVE
 PO BOX 395
 HEMINGFORD, NE 69348-0395
 308-487-3465

APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION

Date _____

Name _____
 Last First Middle Maiden

Present Address _____
 Number Street City State Zip

Telephone (____) _____

E-mail _____

EMPLOYMENT DESIRED

Position(s) applied for _____

Employment desired FULL-TIME ONLY PART-TIME ONLY

When are you available to start work?

EDUCATION

TYPE OF SCHOOL	NAME OF SCHOOL & LOCATION	QUALIFICATION OBTAINED	MAJOR and/or SPECIALTY	NUMBER OF YEARS COMPLETED
High School				
College/ University				
Professional or Graduate School				

WORK EXPERIENCE

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name. Attach additional sheets if necessary.

Name of Employer Address City, State, Zip Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your last job title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

Name of Employer Address City, State, Zip Phone number	Name of last supervisor	Employment dates	Pay or salary
		From To	Start Final
	Your Last Job Title		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.			

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Are you currently employed? Yes No

May we contact your present employer? Yes No

Did you complete this application yourself? Yes No

If not, who did? _____

Have you ever been convicted of a felony? Yes No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

Are you a US citizen? Yes No If not, are you a permanent resident of the US? Yes No

Are you currently authorized to work in the United States? Yes No

Have you ever been employed with this company? Yes No

If yes, when?

Do you have any friends or relatives employed by this company? Yes No

If yes, please provide their names and relationship to you.

REFERENCES

Please list below three persons not related to you who have knowledge of your work performance and/or personal qualifications within the last 5 years.

Name	Occupation
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Company name	Address
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Telephone	E-mail	Years acquainted
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Name	Occupation
------	------------

Company name	Address
--------------	---------

Telephone	E-mail	Years acquainted
-----------	--------	------------------

Name	Occupation
------	------------

Company name	Address
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Telephone	E-mail	Years acquainted
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