



APPLICATION FOR EMPLOYMENT

PERSONAL INFORMATION *please complete in black or blue ink, and write or print legibly*

DATE OF APPLICATION: _____

Name:

_____ Last

_____ First

_____ Middle

Address:

_____ Street

_____ (Apt)

_____ City, State

_____ Zip

Contact Information:

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Home Telephone

Mobile

_____ Email

How did you learn about this vacancy?

POSITION SOUGHT: _____

Available Start Date: _____

Desired Pay Range: _____

By Hour or Salary

Are you currently employed? _____

EDUCATION

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
High School or General Equivalency			
College or University			
Specialized Training, Trade School, etc...			
Other Education			

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.

Do you possess a valid Texas Drivers License: Yes No

PREVIOUS EXPERIENCE

Please list beginning from most recent

Dates Employed	Company Name	Address / Phone	Role/Title

Job notes, tasks performed and reason for leaving:

.....

.....

Supervisors Name & Number: _____ Do you give
 City of Haslet permission to contact this employer: Yes No

Dates Employed	Company Name	Address / Phone	Role/Title

Job notes, tasks performed and reason for leaving:

.....

.....

Supervisors Name & Number: _____ Do you give
 City of Haslet permission to contact this employer: Yes No

Dates Employed	Company Name	Address / Phone	Role/Title

Job notes, tasks performed and reason for leaving:

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Supervisors Name & Number: _____ Do you give
 City of Haslet permission to contact this employer: Yes No

Dates Employed	Company Name	Address / Phone	Role/Title

Job notes, tasks performed and reason for leaving:

.....

.....

Supervisors Name & Number: _____ Do you give
 City of Haslet permission to contact this employer: Yes No

PLEASE LIST THREE WORK/PROFESSIONAL REFERENCES:

Name	Phone number	How acquainted	Length of acquaintance
1. _____			
2. _____			
3. _____			

PLEASE LIST THREE PERSONAL REFERENCES:

Name	Phone number	How acquainted	Length of acquaintance
1. _____			
2. _____			
3. _____			

You may use the back of this page for additional information regarding former employers. You may attach a resume' to this application, but may not substitute a resume' for this application.

I understand that the City of Haslet, Texas requires pre-employment drug screen, criminal background check and proof of identity to establish legal ability to work in the United States of America and I give my consent. By signing this application, I further state that all claims made on this form are complete and true. I understand that falsifying information on this document will cause my application to be immediately discarded.

Signature: _____ Date _____