

Town Of Farmington Application for Employment

Personal Information			
Name: _____		Soc. Sec. No. _____	
(Last)	(First)	(Middle)	
Other Names Used (if applicable): _____			
Address: _____			
Street	City	State	Zip
Telephone: _____		_____	
Primary	Secondary	Other	
Best time to call: _____		Email: _____	

Additional Information		
Position desired:	Date available to work:	Desired Salary:
Type of employment desired: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Seasonal	Have you ever been employed by the Town of Farmington? <input type="checkbox"/> YES <input type="checkbox"/> NO	If you are under 18 and it is required, can you furnish a work permit? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
I certify that I am a U.S. citizen, permanent resident, or a foreign national with authorization to work in the United States. <input type="checkbox"/> YES <input type="checkbox"/> NO	Have you ever plead guilty, no contest, or been convicted of a crime? <i>(Traffic violations not applicable.)</i> <input type="checkbox"/> YES <input type="checkbox"/> NO If Yes, please explain: <small>Answering yes to this question does not constitute automatic bar to employment. Date of offense, seriousness & nature of the violation, & rehabilitation will be considered.</small>	

Education			
High School:	Graduate or GED? <input type="checkbox"/> YES <input type="checkbox"/> NO		
Location:	Type of degree/diploma/certificate:		
School:	From:	To:	Graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO
Location:	Type of degree/diploma/certificate:		
School:	From:	To:	Graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO
Location:	Type of degree/diploma/certificate:		

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Skills & Qualifications:

Summarize specific skills and qualifications acquired from employment or other experiences that are related to the position for which you are applying.

Employment History

Employment History			
Company Name & Address:	Dates Employed: From: _____ To: _____	Starting Title & Salary:	Final Title & Salary:
May we contact for reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	Company Phone #:	Reason for leaving this employer:	
Summarize job responsibilities:			
Company Name & Address:	Dates Employed: From: _____ To: _____	Starting Title & Salary:	Final Title & Salary:
May we contact for reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	Company Phone #:	Reason for leaving this employer:	
Summarize job responsibilities:			
Company Name & Address:	Dates Employed: From: _____ To: _____	Starting Title & Salary:	Final Title & Salary:
May we contact for reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	Company Phone #:	Reason for leaving this employer:	
Summarize job responsibilities:			

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May we contact for reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	Company Phone #:	Reason for leaving this employer:	
Summarize job responsibilities:			
Company Name & Address:	Dates Employed: From: _____ To: _____	Starting Title & Salary:	Final Title & Salary:
May we contact for reference? <input type="checkbox"/> YES <input type="checkbox"/> NO	Company Phone #:	Reason for leaving this employer:	
Summarize job responsibilities:			

U.S. Military Service	
Branch of Service:	Rank & Type of Service:
<div style="text-align: center;">Dates</div> From: _____ To: _____	Training & experience received:

References (Please provide at least three references. Ensure three are not previous supervisors. No relatives please.)				
Name	Company/Title	Phone	Email	Years Known

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Applicant Statement

The facts set forth above in my application for employment are true and complete. I understand that false or misleading statements or omission of information on this application or any other employment form may lead to dismissal or denial of employment. The Town of Farmington is hereby authorized to make any investigation of my personal history, financial, criminal, credit and motor vehicle records through any investigative or credit agencies or bureaus of your choice. You are also authorized to administer personality profile tests and verify my background. A criminal record or sentence is not an automatic disqualification for employment. I agree to submit to a medical evaluation and a drug and alcohol test prior to employment.

In making this application for employment, I also understand that an investigative consumer report may be made whereby information is obtained through personal interviews with my neighbors, friends, or others with whom I am acquainted. This inquiry includes information as to my character, general reputation, personal characteristics, and mode of living. In exchange for the consideration of my employment application by this company, I hereby release and forever discharge the Town of Farmington (including its directors, officers, employees and agents) and my past and/or present employers (their directors, officers, employees and agents) from any liabilities which may result from an investigation of my past and/or present employment or from the disclosure of such information. I authorize the use of any information in this application to verify my statements, and I authorize the past employers, all references, and any other persons to answer all questions asked concerning my ability, character, reputation and previous employment record.

I understand that if my application is accepted, employment with the Town of Farmington is always employment "at will." I further understand that my "at will" employment may be terminated at any time by myself or the Town of Farmington and includes no guarantee, contract or promise of employment for any specific length of time. I understand that the first 6 months of employment is a new hire probationary period.

Signature: _____ Date: _____

The Town of Farmington is an equal opportunity employer and does not discriminate in employment on account of race, color, religion, sex, national origin, citizenship status, age, marital status, physical or mental disability, military status or unfavorable discharge from military service. We comply with all applicable laws governing employment practices and do not discriminate on the basis of any unlawful criteria.