

VILLAGE OF RICHFIELD, OHIO
EMPLOYMENT APPLICATION

Village of Richfield
4450 W. Streetsboro Rd.
Richfield, Ohio 44286
330-659-9201

The Village of Richfield is an equal opportunity employer and advises the public that it does not discriminate on the basis of age, race, sex, creed, religion or handicap in admission or access to, or treatment or employment in its programs and activities.

Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apt./Unit #

City State Zip Code

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Date of Birth: _____

Are you a U.S. Citizen? YES NO If no, are you authorized to work in the U.S.? YES NO

Employment Desired

Position Applied for: _____

Date Available: _____ Desired Salary: \$ _____

Are you looking for PT/FT/Neither? Part-time Full-time Neither Are You Employed Now? YES NO

Have you ever worked for this company before? YES NO If so, when? _____

Physical Record

Do you have any physical limitations that preclude you from performing any work for which you are being considered?

Yes _____ No _____

If yes, what can we do to accommodate your limitations? _____

In case of emergency notify: _____

Name Address Phone

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO If no, GED? YES NO

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree/Studies _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree/Studies _____

Employment

May we contact your present employer? YES NO If no, explain why. _____

Employer: _____ Phone: _____

Address: _____ Supervisor's Name: _____

Job Title: _____

From: _____ To: _____ Reason for Leaving: _____

Employer: _____ Phone: _____

Address: _____ Supervisor's Name: _____

Job Title: _____

From: _____ To: _____ Reason for Leaving: _____

Employer: _____ Phone: _____

Address: _____ Supervisor's Name: _____

Job Title: _____

From: _____ To: _____ Reason for Leaving: _____

Employer: _____ Phone: _____

Address: _____ Supervisor's Name: _____

Job Title: _____

From: _____ To: _____ Reason for Leaving: _____

References

Please provide names of three persons not related to you, whom you have known for at least one year:

Full Name: _____ Years Acquainted: _____

Address: _____ Phone: _____

Full Name: _____ Years Acquainted: _____

Address: _____ Phone: _____

Full Name: _____ Years Acquainted: _____

Address: _____ Phone: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release. I authorize investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information that may have, personal or otherwise, and release all parties from liability for any damage that may result from furnishing same to you. I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payments of my wages and salary, be terminated at any time without any prior notice.

Signature: _____ Date: _____