



CITY OF RIVERTON EMPLOYMENT APPLICATION

The City of Riverton is an Equal Opportunity Employer. Applicants are considered for employment without regard to sex, marital status, race, color, religion, creed, national origin, age, physical or mental disability. The City seeks to provide equal access and equal opportunity in employment and services and does not discriminate on the basis of handicap.

Please use an additional sheet of paper if more space is needed to answer any of the following questions.

_____/_____/_____-_____
Last Name First Name Middle Initial Social Security Number

_____/_____/_____/_____
Street Address/P.O. Box City State Zip Code Telephone No. Message Telephone No.

Transportation to job? Yes No Driver's license #: _____ State/Type _____

Are you a United States citizen? Yes No If no, Alien Registration # _____

Are you looking for: Full time position? Part-time position? Temporary position?

Position(s) applied for: _____

Specify days and hours for which you are available: _____

Date Available _____ Desired Salary: _____

How were you referred to the City of Riverton? _____

Have you applied with the City of Riverton before? Yes No If yes, specify the date(s): _____

Have you been employed by the City of Riverton before? Yes No If yes, specify the date(s): _____

Are you at least 18 years of age? Yes No If no, give birth date: _____

Have you ever used any other name(s)? Yes No If yes, state the name(s) : _____

Have you ever been bonded? Yes No If yes, state when and where : _____

Have you ever been convicted of any criminal offense? Yes No If yes, please explain: _____

Give the names of any relatives, and their relationship to you, who are currently working for the City of Riverton.

EMPLOYMENT HISTORY - List your most recent position first. (Please do not “refer to resume”)

Employer:	Address: Telephone:
Job Title:	Dates employed: From _____ To
Supervisor:	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Work Performed:	Reason for leaving:

Employer:	Address: Telephone:
Job Title:	Dates employed: From _____ To
Supervisor:	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Work Performed:	Reason for leaving:

Employer:	Address: Telephone:
Job Title:	Dates employed: From _____ To
Supervisor:	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Work Performed:	Reason for leaving:

Employer:	Address: Telephone:
Job Title:	Dates employed: From _____ To
Supervisor:	May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No
Work Performed:	Reason for leaving:

SKILLS - Summarize special skills, qualifications, and equipment used. _____

EDUCATION

	Years Completed	Name & Address	Diploma, Degree, or Certificate	Major
High School	9 10 11 12 GED			NA
Voc / Trade Schools	NA			
College / University	1 2 3 4			
College / University	1 2 3 4			
Graduate / Professional Schools	1 2 3 4			

PERSONAL/PROFESSIONAL REFERENCES

List three references other than former employers or relatives:

Name	Address	Telephone No.	Occupation	Length of Acquaintance

OTHER

Additional comments you feel would assist us in evaluating your qualifications. _____

I certify that answers given herein are true and complete to the best of my knowledge. I understand that nothing in this employment application is intended to create an employment contract between the City of Riverton and me.

Signature: _____

Date: _____