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| **Application For Employment****TOWN OF WOODLAND 252-587-7161** **123 E. Main St. 252-587-1893 Fax****Woodland, NC 27897 woodlandnc@mchsi.com** | We are an Equal Opportunity Employer and is committed to excellence through diversity. | Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a resume. |
|  |
| **Personal Information** |
| Name |  |  |  |  |
|       |
| Address |  | City | State | Zip |
|       |       |       |       |
| Phone Number | Mobile Number | Email Address |  |  |
|       |       |       |
| Are You A U.S. Citizen? |  | Have You Ever Been Charged With A Crime? If yes, please explain on a separate sheet listing dates, charges, and outcome for each. |
| Yes [ ]  | No [ ]  | Yes [ ]  | No [ ]  |  |
| If Selected For Employment Are You Willing To Submit to a Pre-Employment Drug Screening Test? |
| Yes [ ]  | No [ ]  |  |  |  |
| Do you have a valid Driver's License? | State\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
|  |
| **Position** |
| Position You Are Applying For | Available Start Date |  | Desired Pay |
|       |       |       |
| Employment Desired |  |  |  |  |
|  |  | [ ]  Full Time |  | [ ]  Part Time |  | [ ]  Seasonal/Temporary |  |
|  |
| **Education** |
| School Name | Location | Years Attended | Degree Received | Major |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
|       |       |       |       |       |
| **[** |
| **References (Do not list family members.)** |
| Name | Title | Relationship | Phone |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
| **Employment History** |
| **Employer (1)** |  | Job Title |  | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
| **Employer (2)** |  | Job Title |  | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
| **Employer (3)** |  | Job Title | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
| **Employer (4)** |  | Job Title |  | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
| **Employer (5)** |  | Job Title |  | Dates Employed |
|       |       |       |
| Work Phone |  | Starting Pay Rate |  | Ending Pay Rate |
|       |       |       |
| Address |  | City | State | Zip |
|       |       |       |       |
|  |
| **Signature Disclaimer** |
| 1.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.2. I authorize the Town of Woodland to obtain information from past employees and other sources to support the data on this application, including a review of my educational, criminal, and credit records, as appropriate.3. You may contact my PRESENT employer \_\_\_\_\_Yes or \_\_\_\_\_\_No (If no, explain)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name (Please Print) |  | Signature |
|       |  |
| Date |  |  |
|       |  |

Revised on 4/11/19