



CITY OF IONE

Employment Application



Federal and State law prohibits discrimination to employment because of sex, age, race, color, marital status, national origin, ancestry, and physical or mental disability. The City of Ione is an Equal Employment Opportunity Employer. If appropriate, special testing arrangements can be made for qualified individuals with a disability. Adequate notice must be given prior to the examination date by either notifying the City Manager in person or by calling (209) 274-2412 upon filing an application.

ANSWER ALL APPLICABLE QUESTIONS – USE INK OR TYPEWRITER
Instructions: Fill out this application completely and accurately. All statements in your application become part of your personnel record. If you need additional space, please attach extra sheets. Incomplete information on the application may be cause for disqualification from the examination process.

CITY USE ONLY	
DATE REVIEWED _____	
REJECTED BY _____	ACCEPTED BY _____
1. Education _____	2. Experience _____
3. Late Filing _____	4. Physical Exam _____
5. Other _____	

APPLICANT INFORMATION

Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.	Driver's License State/Number	

POSITION APPLIED FOR

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

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

Have you ever been convicted of a felony? YES NO If yes, explain

EDUCATION

High School		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
College		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree
Other		Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree

EMPLOYMENT HISTORY: RESUMES WILL NOT BE ACCEPTED IN PLACE OF A COMPLETED APPLICATION.

You should respond completely to this section and list all employment for the last ten years. LIST YOUR MOST RECENT EMPLOYMENT FIRST. Describe different positions held with the same employer in different blocks, showing dates, etc. List all experience, paid and voluntary, related to this position for which you are applying. **Additional sheets should be attached** to this application when necessary to fully describe related experience, training and education. Do not state "see resume" in lieu of filling out this section of the application.

PREVIOUS EMPLOYMENT

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary	\$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary	\$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary	\$
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE

Branch	From	To
Rank at Discharge	Type of Discharge	
If other than honorable, explain		

REFERENCES

Please list three professional references.

Full Name	Relationship
Company	Phone ()
Address	

Full Name	Relationship
Company	Phone ()
Address	

Full Name	Relationship
Company	Phone ()
Address	

I authorize the employers and educational institutions identified in this employment application to release any information they have concerning my employment or education, to the City of Ione. _____ Yes _____ No If not, indicate which employer(s) you do not wish us to contact _____

May we contact your current employer? _____ Yes _____ No

COMMENTS: Add any comments you believe relevant to this application. _____

I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract for employment. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the City of Ione.

Signature of Application _____ Date _____

City of Ione (10/07)

Please provide the following information. It is being requested for statistical purposes only. Should you choose to provide the information, it will be detached from your application immediately upon receipt and will not be used in evaluating your qualifications for employment or for any other purpose proscribed by article 1, section 31, of the California Constitution.

Ethnic Origin – Please check only one.

1. ___ White – Caucasian, Anglo Saxon
2. ___ Black – All persons having origin in any of the Black racial groups.
3. ___ Hispanic – All persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
4. ___ American Indian/Alaskan Native – All persons having origins in any the original peoples of North America.
5. ___ Chinese
6. ___ Japanese
7. ___ Filipino
8. ___ Other Pacific Islander
9. ___ Other

SEX

- ___ Male
- ___ Female

AGE GROUP

- ___ Under 21
- ___ 21-29
- ___ 30-39
- ___ 40-49
- ___ 50-59
- ___ 60 or older

Title of Position Applying for _____