



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 TYPE
 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 _____	ACCEPTED BY _____
REJECTED 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			
POSITION APPLIED FOR			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Expected Salary:			

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		
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		
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		
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 Applicant _____ Date: _____