



## Employment Application

**THE CITY OF FRUITA IS AN EQUAL OPPORTUNITY EMPLOYER.** We do not discriminate on the basis of race, color, religion, national origin, sex, age, sexual preference, disability or any other status protected by law or regulation. It is our intention that all qualified applicants be given an equal opportunity and that selection decisions be based on job-related factors.

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### PERSONAL INFORMATION:

Name: \_\_\_\_\_  
Last Name First Name Middle Name

Present Address: \_\_\_\_\_  
Street City State and Zip

Telephone Number: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_ (Other) \_\_\_\_\_

Are you 18 years of age or older?  Yes  No (If hired, you may be required to submit proof of age.)

If hired, can you furnish proof that you are eligible to work in the U.S.?  Yes  No

Social Security Number: \_\_\_\_\_

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### EMPLOYMENT DESIRED:

Today's Date: \_\_\_\_\_ Position Applied For: \_\_\_\_\_

Are you seeking:  Full-Time  Part-Time  Temporary

When are you available to start work? \_\_\_\_\_

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### GENERAL INFORMATION:

1. Have you ever been employed by the City of Fruita?  Yes  No  
(If "yes", state position, employment dates and supervisor in the space below.)
2. Are any of your relatives employed by the City of Fruita?  Yes  No  
(If "yes", state names and relationship below.)
3. Have you ever been discharged or forced to resign from any position?  Yes  No  
(If "yes", give detailed explanation below.)
4. Have you ever been convicted of any law violation (except a minor traffic violation)?  Yes  No  
(If "yes", give detailed explanation below. A "yes" answer does not automatically disqualify you from employment, since the nature of the offense, date, and the job for which you are applying will also be considered.)
5. Have you worked or attended schools under any other name?  Yes  No  
(If "yes", list names below.)

Explanation to "yes" responses to questions 1 through 5 listed above.	
Question #	

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**DRIVER INFORMATION:** (Complete this section for driving jobs ONLY)

Do you have a valid Driver's license?  Yes  No

Driver's License Number \_\_\_\_\_ Class of License \_\_\_\_\_

Have you had your driver's license suspended or revoked in the last 3 years?  Yes  No  
(If "yes", give detailed explanation below.)

Explanation:

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**INFORMATION FOR POLICE OFFICER POSITIONS:**

Are you 21 years of age or older?  Yes  No

Are you Colorado POST certified?  Yes  No

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**EDUCATION:**

Please circle highest grade completed 7 8 9 10 11 12 13 14 15 16 16+

School Name and Location	Degree/Certificate	Course of Study
High School		
College		
Vocational/Technical		
Other Job Related Training		

**SPECIAL SKILLS AND QUALIFICATIONS:** Summarize special job-related skills and qualifications acquired from employment or other experience.

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What machines or equipment can you operate that are related to the position for which you are applying?

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**EMPLOYMENT:** (Start with your present or last job. Account for all periods of time, including military service and any periods of unemployment. If self-employed, give firm name and supply business references. Provide month and year for employment dates).

Name and Address of Employer	Dates of Employment Month/Year	Job Title:	Salary Information
	From:	Supervisor:	Starting:
		May we contact him/her?	
	To:	Reason for Leaving:	Final:
Telephone:			
Describe Major Duties:			

Name and Address of Employer	Dates of Employment Month/Year	Job Title:	Salary Information
	From:	Supervisor:	Starting:
		May we contact him/her?	
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Telephone:			
Describe Major Duties:			

**REFERENCES:** List three (3) references (Do not use relatives)

Complete Name and Title	Complete Address	Telephone Number	Years Known

**AGREEMENT** *(Please read each statement carefully before signing)*

I hereby apply for employment with the City of Fruita and certify that:

The information contained in this application and supporting employment documents is true and complete. I understand and agree that, if in the opinion of the City of Fruita, I have made any misrepresentations or false statement in connection with the application and supporting employment documents, the City of Fruita may reject my application or, if employed, may terminate my employment.

I understand that all information furnished in this application and supporting employment documents may be verified. I hereby authorize all individuals and organizations named and referred to in this application and supporting employment documents and any law enforcement organization to release any and all information relative to such verification and hereby release such individuals, organizations, and the City of Fruita from any and all liability for any claim or damage resulting therefrom.

I understand that, following an offer of employment, employment may be contingent upon successfully completing a physical examination, drug screening, and other screening evaluations. I consent to the release of any or all personal and/or professional and/or medical information as may be deemed necessary to judge my capability to do the work for which I am applying.

In accordance with the Immigration Reform and Control Act of 1986, I understand that I will be required to provide documentation as to my identity and authorization to work in the U.S. should employment be offered to me.

I understand that this application or subsequent employment does not create a contract of employment nor guarantee employment for any definite period of time. If employed, I understand that I have been hired at the will of the employer and my employment may be terminated at any time, with or without cause and with or without notice.

I have read, understand and by my signature consent to these statements.

Signature \_\_\_\_\_

Date \_\_\_\_\_

This application will remain active during the specific recruitment for the position for which you have applied.