

**TOWN OF RIVER FALLS
PIERCE COUNTY, WISCONSIN**

Application for Employment
(Pre-employment Questionnaire)

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job related medical condition or handicap/disability or any other legally protected status.

PERSONAL INFORMATION

Name _____ Social Security Number _____
 Last First Middle

Present Address _____
 Street City State Zip

Permanent Address _____
 Street City State Zip

Are you 18 years or older? Yes _____ No _____ Phone Number _____

In case of
emergency notify _____
 Name Address Phone Number

EMPLOYMENT DESIRED

Position _____ Date You Can Start _____ Salary Desired _____

Are you employed now? _____ If so may we inquire
of your present employer? _____

Ever applied to or worked for the Town before? _____ Where? _____ When? _____

EDUCATION

School Level	Name and Location of School	No. of Years Attended	Did You Graduate	Subjects Studied
Elementary School				
High School				
College				
Trade, Business or Correspondence School				

FORMER EMPLOYERS: (List below last three employers, starting with last one)

Name and Address of Present or Last Employer

Starting Date _____ Leaving Date _____
Month Year Month Year

Starting Wages _____ Final Wages _____

Job Title _____ May we contact your Supervisor? _____

Name and Title of Supervisor _____ Phone No. _____

Description of Work _____

Reason for Leaving _____

Name and Address of Employer

Starting Date _____ Leaving Date _____
Month Year Month Year

Starting Wages _____ Final Wages _____

Job Title _____ May we contact your Supervisor? _____

Name and Title of Supervisor _____ Phone No. _____

Description of Work _____

Reason for Leaving _____

Name and Address of Employer

Starting Date _____ Leaving Date _____
Month Year Month Year

Starting Wages _____ Final Wages _____

Job Title _____ May we contact your Supervisor? _____

Name and Title of Supervisor _____ Phone No. _____

Description of Work _____

Reason for Leaving _____

SPECIAL QUESTION

Have you been convicted of a felony or misdemeanor within the last 5 years? * Yes ____ No ____ Describe

*You will not be denied employment solely because of a conviction record unless the circumstances of the offense are substantially related to the job for which you have applied.

The Age Discrimination in Employment Act of 1967 prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age.

I understand and agree that I may be required to take a physical and/or psychological examination as a condition of hiring or continued employment. I specifically authorize, as part of the physical examination, a test for drugs and alcohol. I agree to consent to take such test(s) at such time as designated by the Town and to release the Town, its officers, agents or employees from any claim arising in connection with the use of such test(s).

Yes ____ No ____

JOB DESCRIPTION

I have read the Town of River Falls Employee Job Requirements. Yes ____ No ____

REFERENCES: Give below the names of three persons not related to you whom you have known at least one year that we may contact for job related references.

Name	Address	Business	Acquainted	Years

GENERAL

Subjects of Special Study or Research Work _____

Special Training _____

Special Skills _____

SERVICE RECORD

U.S. Military or
Naval Service _____ Rank _____ Discharge Date _____

Present Membership In
National Guard or Reserves _____ Date Obligation Ends _____

AUTHORIZATION

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsification, misrepresentation or omission statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the reference listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you.

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without any prior notice."

Date _____ Signature _____