

Application for
Employment

CITY OF NORTH BEND

The City of North Bend (City) considers all applicants for employment without regard to race, religion, color, sex, age, national origin, physical or mental disability, marital or familial status, or membership in any other group protected by law in accordance with applicable federal, state, and local laws. In addition, the City complies with applicable state and local laws prohibiting discrimination in employment. The City also provides reasonable accommodation to individuals with a disability in accordance with applicable laws.

For what position are you applying? _____

Name: _____ Social Security No. _____

Current Address: _____

Apartment No. _____ Telephone No. _____ Referred by: _____

Are you 18? ___ Yes ___ No If not, state your age: _____

If under 18, do you have proof of age document? ___ Yes ___ No

Do you want to work ___ Full time ___ Part time? If part time specify days and hours: _____

Are you willing to work overtime as necessary? ___ Yes ___ No If yes please

Explain: _____

Have you ever been convicted of a crime? * ___ Yes ___ No If yes, state the nature of offense, when, where, and disposition. _____

*A conviction record will not necessarily be a bar to employment. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

Federal laws require that employers hire only individuals who are authorized to be lawfully employed in the United States. In compliance with such laws, the City will verify the status of every individual offered employment. In this connection, all offers of employment are subject to verification of the applicant's identity and employment authorization, and it will be necessary for you to submit such documents as are required by law to verify your identification and employment authorization.

Are you currently authorized to work for all employers in the United States on a full-time basis, or only for your current employer? ___ All employers ___ Current employer only

State the name of any relative in the City's employ: _____

Military Service Record: Have you ever served in the U.S. Armed Forces? ___ Yes ___ No.

If yes list the duties in the Service, including special training that is relevant to the position for which you have applied. _____

Do you qualify for veteran's preference? ___ Yes ___ No If yes, attach a copy of your DD214.

Skills (that you believe are related to the job for which you are applying): _____

Are there any other experiences, skills, or abilities that you feel especially qualify you for work with the City? _____

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Personal References (excluding relatives)

Name and Occupation	Dates Known	Address	Telephone Number

PREEMPLOYMENT STATEMENT (PLEASE READ VERY CAREFULLY BEFORE SIGNING BELOW)

I understand and voluntarily agree that:

1. The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume, or any other materials, or during any interview, can be justification for refusal of employment, or if employed, termination from the City's employ.
2. Any offer of employment I may receive from the City is contingent upon my successful completion of the City's total screening process, including the City receiving references that it considers satisfactory, and my satisfactory completion of any post-job offer pre-employment physical examination that the City may require.
3. I understand that as a condition of employment, I will be required to undergo and successfully pass a post-job offer screening for drugs. I also understand and agree that, if employed, I may be required to submit to an alcohol or drug screening at any time at the discretion of the City according to City policies.
4. In processing my application for employment the City may verify all the information provided by me. I authorize and request that all of my present and former employers and those individuals I have listed as personal references furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities, and other qualities pertinent to my qualifications for employment, hereby releasing them from any and all liability for damages arising from furnishing the requested information.
5. In consideration of my employment I agree to comply with the policies, rules, regulations, and procedures of the City and understand that my employment and compensation can be terminated with or without cause or notice, at any time, at the option of either the City or me. I further understand that no manager or representative of the City has any authority to enter into any agreement with me for employment for any specified period of time or to make any agreement different from or contrary to any City policy.

Signature: _____ **Date:** _____