

9. **EMPLOYMENT HISTORY:** Beginning with your present or most recent job, describe your work history and experiences related to the position for which you are applying. INCLUDE ALL MILITARY, NON-PAID OR VOLUNTEER WORK RELATED TO THE POSITION. If additional space is needed to complete the question, attach a separate sheet of paper; ***not a resume.***

Present or Last Employer: _____ Phone: _____
Address: _____ Supervisor's Name: _____
Your Job Title: _____ Hours Per Week: _____
Employment Dates: From _____ to _____
Specific Duties: _____

Reason for Leaving: _____
May We Contact Your Employer? Yes ___ No ___ If no, why? _____

Employer: _____ Phone: _____
Address: _____ Supervisor's Name: _____
Your Job Title: _____ Hours Per Week: _____
Employment Dates: From _____ to _____
Specific Duties: _____

Reason for Leaving: _____

Employer: _____ Phone: _____
Address: _____ Supervisor's Name: _____
Your Job Title: _____ Hours Per Week: _____
Employment Dates: From _____ to _____
Specific Duties: _____

Reason for Leaving: _____

Employer: _____ Phone: _____
Address: _____ Supervisor's Name: _____
Your Job Title: _____ Hours Per Week: _____
Employment Dates: From _____ to _____
Specific Duties: _____

Reason for Leaving: _____

10. Please explain any interruptions in your employment record as described in Question 9.

11. List any special training, licenses, certificates, machine skills, office equipment or other skills you may have that are pertinent to the position for which you are applying. _____

12. Have you ever been convicted of a crime? Yes ____ No _____. If so, please explain fully (exclude cases contained within an expunged juvenile record and minor traffic violations). Conviction does not necessarily disqualify you from further consideration for employment.

All of the information included in this application or supplied by me during the application process is true and complete. I understand that any false or misleading statement or omission of fact in this application or during the application process will disqualify me from further consideration for employment or will result in termination of my employment.

If I am hired, I agree to conform to all rules and regulations of the City. I understand that any offer of employment will not be enforceable unless it is in writing. If hired, I am able to present documents proving my identity and eligibility to work as required by federal law.

I understand that, as part of the City's employment procedures, I may be required to undergo testing carried out by a laboratory designated by the City. I consent to undergo any required drug testing. Finally, I understand that any offer of employment I might receive from the company may be made contingent upon, among other things, satisfactory completion of a post-offer medical examination and a determination by the City that I am capable of performing the essential functions of the position that has been offered, with or without reasonable accommodation.

I authorize investigation of all statements contained in this application and any other information about me relevant to my qualifications for employment. I hereby release and agree to indemnify and defend the City of Roseburg, its employees, officers, agents and representatives, from all liability, claims or damage resulting from this investigation.

SIGNATURE OF APPLICANT

DATE

E-Mail Address (if available) _____

APPLICANT: The following information is requested purely for statistical purposes. Responding to these questions is voluntary. Whether or not you choose to respond to the questions will not affect the status of your application.

Gender: _____ Male _____ Female
Race/Ethnic Group: _____ White _____ Black _____ Hispanic
_____ American Indian/Alaskan Native _____ Asian/Pacific Islander

Check if any of the following are applicable:

_____ Vietnam Era Veteran _____ Disabled Veteran _____ Handicapped Individual

SPACE BELOW FOR OFFICE USE ONLY

Received by _____ Reviewed By _____

Applicant Accepted Yes Date of Appointment _____

Applicant Rejected Yes (Check reasons for rejection and explain in space provided)

- Education
- Experience
- Test Scores
- Licenses
- Certificate
- Physical

- Work History
- Incomplete Application
- Interview
- Reference
- Other

REMARKS: