

City of Cheviot, Ohio

Application for Employment

Personal Information

(Please print clearly)

We are an Equal Opportunity Employer. Qualified applicants are considered for all positions without regard to race, religion, color, sex, age, national origin, citizenship, marital or veteran status, disability, or any other legally protected status. All qualified applicants will be given equal opportunity, and selection decisions are based solely on job-related factors.

Position Applied For: _____

Date: _____

Full Name: _____

Address:

Street _____

City _____ State _____ Zip _____

Telephone:

Home _____ Cell _____

Social Security Number: _____

Are you legally authorized to work in the United States? ☐ Yes ☐ No

Can you provide proof of eligibility to work in the U.S.? ☐ Yes ☐ No

Are you at least 18 years of age? ☐ Yes ☐ No

Education

Level	School Name	City/State	Years Attended	Graduate?	Degree/Major
High School				<input type="checkbox"/> Yes <input type="checkbox"/> No	
GED				<input type="checkbox"/> Yes <input type="checkbox"/> No	
College / Other				<input type="checkbox"/> Yes <input type="checkbox"/> No	

Employment History

(List your last employers, starting with the most recent)

Company Name: _____

From: _____ / _____ **To:** _____ / _____

Address: _____

Supervisor: _____

Position Held: _____

Salary: _____

Reason for Leaving: _____

Company Name: _____

From: _____ / _____ **To:** _____ / _____

Address: _____

Supervisor: _____

Position Held: _____

Salary: _____

Reason for Leaving: _____

Please account for any time lapses between employment dates:

References

(List at least three responsible adults who have knowledge of your work ethic, experience, and ability.)

Name Address Telephone Occupation

Additional Information

List any job-related training, certifications, licenses, special skills, apprenticeships, or additional information that may help us in considering your application:

Job Applicant's Agreement and Certification

I authorize the City of Cheviot to obtain information concerning my education, experience, competence, and character from any source during my application or employment. I release all persons, companies, or organizations supplying information from any liability.

I certify that all statements made in this application are true, complete, and correct to the best of my knowledge. I understand that any falsification or omission may result in dismissal or rejection of my application. Employment, if offered, is *at will* and not for any specific term unless otherwise agreed to in writing.

I understand that any claim or lawsuit relating to my employment must be filed within six (6) months of the date of the action giving rise to the claim. I waive any longer statute of limitations.

I understand that a drug test and/or physical exam may be required as part of the hiring process or during employment.

Signature: _____

Date: _____

Applicant Statement

1. I certify that all responses given during the employment application process are true and complete. I authorize the City of Cheviot or its agents to investigate my employment history, activities, criminal record, and education. I release all persons and organizations from liability for providing such information.
2. I understand that any falsification, misrepresentation, or omission may disqualify me from employment or lead to termination if discovered later.
3. I understand that I may be required to undergo drug testing and/or a physical examination before or during employment, and I release the City of Cheviot and related parties from liability in connection with such testing.
4. I certify that I am a U.S. citizen or can provide documentation proving eligibility to work in the United States.
5. I understand that nothing in this application, interview, or any communication creates a contract of employment or benefits unless it is expressly stated in writing and signed by the Safety Service Director or designee.

Applicant's Signature: _____

Date: _____

WE ARE AN EQUAL OPPORTUNITY EMPLOYER