



City of Tipp City  
 260 S. Garber Drive  
 Tipp City, OH 45371

# EMPLOYMENT APPLICATION

*An equal opportunity employer. The City of Tipp City does not discriminate on the basis of race, color, religion, gender, national origin, age, marital or veteran status, or disability.*

**PERSONAL**

Name \_\_\_\_\_  
(Last) (First) (Middle)

Address \_\_\_\_\_  
(Street) (City) (State) (Zip Code)

Telephone \_\_\_\_\_ Social Security Number \_\_\_\_\_  
(Home Phone) (Cell Phone)

Driver's License Number \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

Are you a citizen of the United States?  Yes  No

**JOB INTERESTS/SKILLS**

Position(s) applied for \_\_\_\_\_ Salary Desired \_\_\_\_\_

Have you ever applied for a position here before?  Yes  No If yes, when? \_\_\_\_\_

Type of employment requested  Full Time  Part Time  Temporary  Seasonal

Date you could begin working \_\_\_\_\_

Summarize any special skills or qualifications you possess for this position

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**EDUCATION**

| <i>TYPE OF SCHOOL</i>        | <i>NAME AND LOCATION</i> | <i>COURSE OF STUDY</i> | <i># OF YEARS</i> | <i>GRADE AVERAGE</i> | <i>DEGREE, DIPLOMA, CERTIFICATE AND HONORS RECEIVED</i> |
|------------------------------|--------------------------|------------------------|-------------------|----------------------|---|
| <i>HIGH SCHOOL</i>           |                          |                        |                   |                      |   |
| <i>COLLEGE OR UNIVERSITY</i> |                          |                        |                   |                      |   |
| <i>OTHER EDUCATION</i>       |                          |                        |                   |                      |   |
| <i>OTHER EDUCATION</i>       |                          |                        |                   |                      |   |

**EMPLOYMENT HISTORY (LIST MOST RECENT FIRST)**

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_

(Street) (City) (State) (Zip Code)

Supervisor and Title \_\_\_\_\_ Your Title \_\_\_\_\_

Employed From \_\_\_\_\_ to \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Work Performed \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_

(Street) (City) (State) (Zip Code)

Supervisor and Title \_\_\_\_\_ Your Title \_\_\_\_\_

Employed From \_\_\_\_\_ to \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Work Performed \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

Name of Employer \_\_\_\_\_

Address \_\_\_\_\_

(Street) (City) (State) (Zip Code)

Supervisor and Title \_\_\_\_\_ Your Title \_\_\_\_\_

Employed From \_\_\_\_\_ to \_\_\_\_\_ Starting Salary \_\_\_\_\_ Ending Salary \_\_\_\_\_

Work Performed \_\_\_\_\_

\_\_\_\_\_

Reason for leaving \_\_\_\_\_

**REFERENCES**

| <i>Name</i> | <i>Relationship</i> | <i>Home Phone</i> | <i>Daytime Phone</i> |
|-------------|---------------------|-------------------|----------------------|
|             |                     |                   |                      |
|             |                     |                   |                      |
|             |                     |                   |                      |

**ACKNOWLEDGEMENT**

I certify that the answers given by me in this application are correct to the best of my knowledge. I understand that any falsification of this application, whether willingly or accidental, is grounds for disqualification of employment consideration, or dismissal from employment if I am hired. I authorize the City of Tipp City to contact any and all of the references I have listed above to obtain previous employment information or any other pertinent information that they may have. Further, I release the above mentioned references from any and all liability for any damages that may result from information collected by the City of Tipp City. Verification of eligibility to work in the United States must be satisfied for an offer to be made.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_