

**City of Weatherford, Oklahoma      Job Application Form**

Instructions: Print clearly in black or blue ink. Answer all questions. Sign and date the form.

**PERSONAL INFORMATION:**

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

Street Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_

Are you eligible to work in the United States? Yes \_\_\_\_\_ No \_\_\_\_\_

If you are under age 18, do you have an employment/age certificates? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you been convicted of a felony within the last five years? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

**POSITION/AVAILABILITY:** Position Applied For \_\_\_\_\_

Date you can start work? \_\_\_\_\_

**EDUCATION:** High School and/or College or Trade School

Name and Address of School - Degree/Diploma – Did you Graduate?

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Skills and Qualifications: Licenses, Skills, Training, Awards

1. \_\_\_\_\_

2. \_\_\_\_\_



**EMPLOYMENT HISTORY:** Present or Last Position: \_\_\_\_\_

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone: \_\_\_\_\_ Salary: \_\_\_\_\_

Position Title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**Previous Position:** Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Phone: \_\_\_\_\_ Salary: \_\_\_\_\_

Position Title: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

**May We Contact Your Present Employer?** Yes \_\_\_\_\_ No \_\_\_\_\_

**References:** Name/Title, Address & Phone

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**I certify that information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

The City of Weatherford is an Equal Opportunity Provider