

**RETURN COMPLETED FORM TO:**

**VILLAGE OF HEBRON**  
**934 WEST MAIN STREET**  
**HEBRON, OHIO 43025**

**Employment Application****APPLICANT INFORMATION (PLEASE PRINT)**

Last Name		First		M.I.		Date	
Address				Apartment #			
City			State			ZIP	
Phone			E-mail Address				
Desired Position			Date Avail			Desired Salary	
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Have you ever worked for the Village of Hebron?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?				
Are you related to anyone on staff, or to any elected official(s)?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, who?				
Do you have a valid Ohio Drivers License?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Commercial Drivers License?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Drivers License Number	

**PREVIOUS EMPLOYMENT (IF YOU NEED MORE ROOM, PLEASE USE A SEPARATE SHEET OF PAPER)**

Account for *all time* for the past ten (10) years, including periods of unemployment. You MUST indicate the name used if it is different than the signature on this application. Begin with your present position or occupation. It will become an official part of this application.

Company				Phone			
Address				Supervisor			
Job Title			Starting Salary	\$	Ending Salary	\$	
Responsibilities							
From		To		Reason for Leaving			
May we contact this employer?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Company				Phone			
Address				Supervisor			
Job Title			Starting Salary	\$	Ending Salary	\$	
Responsibilities							
From		To		Reason for Leaving			
May we contact this employer?				YES <input type="checkbox"/>	NO <input type="checkbox"/>		

Company					Phone							
Address					Supervisor							
Job Title				Starting Salary	\$			Ending Salary	\$			
Responsibilities												
From		To		Reason for Leaving								
May we contact this employer?				YES	<input type="checkbox"/>	NO	<input type="checkbox"/>					
<b>EDUCATION</b>												
High School				Address								
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Diploma/GED			
College				Address								
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree			
Area of Study:												
Other				Address								
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree			
Area of Study:												
<b>MILITARY SERVICE</b>												
Branch						From		To				
Rank at Discharge						Type of Discharge						
If other than honorable, explain												
Job-related training:												
Are you a citizen of the United States?			YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	If no, are you authorized to work in the U.S.?		YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
<b>SPECIAL LICENSES</b>												
Current special licenses/endorsements/certifications												
Please list any additional knowledge, skills, specialized training, and abilities not previously discussed which may be of a qualifying nature or helpful to you in establishing your eligibility. Include any projects, hobbies, community or volunteer activities, offices held, etc.												

<b>PROFESSIONAL REFERENCES</b>			
<i>Please list three professional references</i>			
Full Name		Relati onshin	
Company		Phone	
Address			
Full Name		Relati onshin	
Company		Phone	
Address			
Full Name		Relati onshin	
Company		Phone	
Address			

<b>PERSONAL REFERENCES</b>			
<i>Please list three personal references, excluding family members</i>			
Full Name		Phone	
Relationship/ Years Acquainted		email	
Address			
Full Name		Phone	
Relationship/ Years Acquainted		email	
Address			
Full Name		Phone	
Relationship/ Years Acquainted		email	
Address			

<b>DISCLAIMER AND SIGNATURE</b>			
<p>I certify that my answers are true and complete to the best of my knowledge. I authorize investigation of all information contained in this application for employment. The Village of Hebron conducts extensive background investigations to include but may not be limited to criminal, personal, financial, and employment history. I understand that false or misleading information on my application or interview may result in my release. The Village of Hebron has the right to accept or reject any and all applications based on information acquired from background information.</p>			
Signature		Date	

***An Equal Opportunity / Affirmative Action Employer***