CITY OF PLEASANTON
APPLICATION FOR EMPLOYMENT

It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, gender, religion, national origin, disability, or other protected classification. If you need assistance in completing this form, please let us know.

Position Applying For _____ Date_____

_____

First Name MI Last Name

_____

Address

_____

City State Zip Code

_____

Phone Number Email Address

_____

Driver's License Number DL State Date of Birth

	YES	NO
Are you a US citizen or authorized to work in the country?	_____	_____
Have you ever been convicted of a felony?	_____	_____
Are you currently employed?	_____	_____
May we contact your current employer?	_____	_____
Are you willing to work overtime if required?	_____	_____
Do you have a high school diploma or GED?	_____	_____
Do you have a valid driver's license?	_____	_____
Do you have a valid CDL?	_____	_____
Are you capable of performing the essential functions of the job you are applying for?	_____	_____
Are you related to any current City of Pleasanton employees?	_____	_____

If so, who

_____

What is your relationship?

_____

Employment Experience

(Start with your present or last job)

- Employer

_____

Address

_____

City _____ State_____ Zip Code

_____

Phone Number

_____

Reason for Leaving

_____

_____

Dates Employed From _____ to _____

Hourly Rates Starting _____ Ending _____

- Employer

_____

Address

_____

City _____ State_____ Zip Code_____

Phone Number _____

Reason for Leaving _____

_____

Dates Employed From _____ to _____

Hourly Rates Starting _____ Ending _____

- Employer

_____

Address

_____

City _____ State_____ Zip Code _____

Phone Number _____

Reason for Leaving _____

_____

Dates Employed From _____ to _____

Hourly Rates Starting _____ Ending _____

Skills & Qualifications

Summarize any training, skills, licenses, and/or certifications that may qualify you as being able to perform job-related functions in the position you are applying for.

_____

_____

_____

_____

Educational Background

Name & Location	Did You Graduate?	Course of Study
High School		
College		
Other		

References

Name	Telephone Number	Years Known

I understand that if I am employed, any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate discharge from the employment whenever it is discovered.

I give the employer the right to contact and obtain information from all references, employers, educational institutions and to otherwise verify the accuracy of the information contained in this application. I hereby release from liability the employer and its representatives for seeking, gathering, and using such information and all other persons, corporations, or organizations for furnishing such information.

The employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state, or federal law.

This application is current for 90 days.

This application does not constitute an agreement or contract for employment for any specified period or definite duration.

I understand it is this company's policy not to refuse to hire a qualified individual with a disability because of that person's need for a reasonable accommodation as required by the ADA.

I also understand that if I am hired, I will be required to provide proof of identity and legal work authorization.

I have read and fully understand the foregoing and seek unemployment under these conditions.

Signature_____ Date_____

CITY OF PLEASANTON
AUTHORIZATION TO PEFORM BACKGROUND CHECK

INITIAL EACH ITEM IF APPROVED

I understand that the City of Pleasanton may do a background check for security reasons, including, but not limited to, a check of criminal records and verification of my identity.

_____

I grant permission to the City of Pleasanton to do the above-described background check.

_____

I willingly provide the following information necessary to perform the described background check and I understand that this information will be used solely for the purpose of doing the described background check and will not otherwise be used to evaluate my application. I understand that this form will be kept separate from my application form unless and until I have been offered employment by the City of Pleasanton.

_____

_____

First Name MI Last Name

_____

Other Names I Have Gone By

_____

Current Address

_____

Previous Address

_____

Date of Birth Social Security Number Email

_____

Driver's License Number State DL Issued From

Signature_____ Date_____