

CITY OF NEW DEAL
Application for Employment
404 S. Monroe, P.O. Box 126, New Deal, Tx 79350
806-746-6399 Fax 806-746-6505

Important: Read carefully and sign this application. Answer every question concisely but completely. Incomplete applications will not be considered.

POSITION DESIRED _____ DATE _____
NAME _____
(Print Last Name) (Print First Name) (Print Middle Name)

Mailing Address _____
Number Street or Avenue City State Zip

Telephone No: Home () _____ Cell () _____ E-mail _____

Do you have relatives employed by the City of New Deal? Yes No Department: _____

Their Names: _____ Relationship: _____

Have you applied with the City previously Yes No When: _____ Department: _____

When will you be able to report for work? _____ Minimum salary requirement per month \$ _____

Are you a U.S. Citizen? _____ If not, provide alien no. _____

Driver's License: _____ State _____ CDL A B C Endorsements: Trailer Tank Haz Mat Combination

Have you ever been convicted of a misdemeanor? Yes No If yes, please explain the details such as date, charges, penalties, where, when currently on parole, probated sentence.

Have you ever been convicted of a felony? Yes No If yes, please explain the details such as date, charges, penalties, where, when currently on parole, probated sentence.

Prior to employment, applicant will be investigated as to convictions for prior criminal offenses. A prior conviction will not automatically disqualify an applicant for employment and will be considered only as is related to the job applied for.

Approximately what total amount of time have you been absent from a job in the last five years? (Exclude vacations)

EMPLOYMENT RECORD - Start with your present or last job, include military service assignments and volunteer activities. Exclude organizations names which indicate race, color, religion, sex, national origin, or disability. Must include employment history since leaving high school. Explain breaks in employment. Attach additional pages if necessary. This section must be completed despite the possible enclosure of a resume.

May we contact your current employer? Yes _____ No _____

Employer _____	Telephone (____) _____	Dates Employed: From _____	To _____
Worked Performed _____		Job Title _____	
Salary: Starting _____	Final _____	Supervisor _____	
Reason for Leaving _____			
Employer _____	Telephone (____) _____	Dates Employed: From _____	To _____
Worked Performed _____		Job Title _____	
Salary: Starting _____	Final _____	Supervisor _____	
Reason for Leaving _____			
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Worked Performed _____		Job Title _____	
Salary: Starting _____	Final _____	Supervisor _____	
Reason for Leaving _____			

High School or GED _____

	Date	School	City/State	Last Grade Completed
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College Attended	Location	Date From/to	Sem. Hours	Major	Minor	Type Degree	Date

Social Skills and Qualifications - Summarize special skills, certifications and qualifications acquired from employment or other experience. Also indicate number of people you have supervised.

READ CAREFULLY BEFORE SIGNING

I hereby certify that the statements made and answers given by me to the foregoing questions are true and correct and that there are no omissions of any kind whatsoever. I agree that any evasion, untruthful statement, answer, or omission shall be sufficient cause for discharge at any time. I agree to submit to physical examination during drug screen, whenever requested by the City of New Deal, by doctor, or doctors designated by the City, either prior to or during the course of employment, subject to the requirements of ADA. I hereby release all doctors, medical personnel, and elected officials from all liability claims and damages in connection to furnishing any information to the City of New Deal. I hereby request and authorize the companies or persons under "Employment Record" or other interested parties not necessarily named in the foregoing application to furnish the City of New Deal any information regarding my employment by them together with any information they may have regarding me, including motor vehicle records, military records, financial status, criminal records, and general reputation, and I hereby release such companies or person, the City of New Deal, its management and elected officials from all liability, claims and damages in connection with the furnishing of such information. I further acknowledge that my employment may be terminated, and any offer of employment if such is made, may be withdrawn with or without cause, at the option of the City or myself. I further acknowledge that the foregoing completed application form does not in any way constitute a contract of employment.

Date

Signature of Applicant

The City of New Deal is an equal opportunity employer and does not discriminate on the basis of race, creed, color, national origin, gender, religion or disability.