**** **EMPLOYMENT APPLICATION**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
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| **CITY OF RANSOM**  421 S. Vermont Ave; P.O. Box 207  Ransom, Ks. 67572  Phone: 785-731-2456 EMAIL: cityrans@gbta.net | | | | | | | | | | | | |
| **APPLICANT INFORMATION** | | | | | | | | | | | | |
| Last Name: | | First: | | | | | | M.I. | | | | Date: |
| Street Address: | | | | | | | | Apartment/Unit # | | | | |
| Phone: | | | | E-mail Address: | | | | | | | | |
| Date Available: | Social Security No. | | | | | | | | Desired Salary: | | | |
| Position Applied for: | | | | | | | | | | | | |
| Do you have a Driver’s license: YES NO | | | | | | | Driver’s License Number | | | | | |
| Have you ever been convicted of a felony? YES NO If so, explain: | | | | | | | | | | | | |
| (Number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, and sentence(s) imposed) | | | | | | | | | | | | |
| If selected for employment are you willing to submit to a Pre-Employment Drug Screening Test? YES NO | | | | | | | | | | | | |
| How did you hear about this position: | | | | | | | | | | | | |
| **EDUCATION** | | | | | | | | | | | | |
| High School | | | | | | Address | | | | | | |
| From: To: | | | | | | Did you graduate? YES NO | | | | | | |
| College: | | | | | | Address: | | | | | | |
| From: To: | | | Did you graduate? YES NO | | | | | | | | Degree: | |
| Other: | | | | | | Address | | | | | | |
| From: To: | | | Did you graduate? YES NO | | | | | | | | Degree: | |
| **REFERENCES** | | | | | | | | | | | | |
| *Please list three professional references* | | | | | | | | | | | | |
| Full Name: | | | | | | Relationship: | | | | | | |
| Company | | | | | | Phone: | | | | | | |
| Address | | | | | | | | | | | | |
| Full Name: | | | | | | Relationship: | | | | | | |
| Company | | | | | | Phone: | | | | | | |
| Address | | | | | | | | | | | | |
| Full Name: | | | | | | Relationship: | | | | | | |
| Company | | | | | | Phone: | | | | | | |
| Address | | | | | | | | | | | | |
| **PREVIOUS EMPLOYMENT** | | | | | | | | | | | | | |
| Company | | | | | | | | Phone #: | | | | | |
| Address | | | | | Supervisor | | | | | | | | |
| Job Title: | | | Starting Salary $ | | | | | | | Ending Salary $ | | | |
| Responsibilities: | | | | | | | | | | | | | |
| From: To: Reason for Leaving: | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? YES NO | | | | | | | | | | | | | |
| Company | | | | | | | | Phone #: | | | | | |
| Address | | | | | Supervisor | | | | | | | | |
| Job Title: | | | Starting Salary $ | | | | | | | Ending Salary $ | | | |
| Responsibilities: | | | | | | | | | | | | | |
| From: To: Reason for Leaving: | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? YES NO | | | | | | | | | | | | | |
| Company | | | | | | | | Phone #: | | | | | |
| Address | | | | | Supervisor | | | | | | | | |
| Job Title: | | | Starting Salary $ | | | | | | | Ending Salary $ | | | |
| Responsibilities: | | | | | | | | | | | | | |
| From: To: Reason for Leaving: | | | | | | | | | | | | | |
| May we contact your previous supervisor for a reference? YES NO | | | | | | | | | | | | | |
| **MILITARY SERVICE** | | | | | | | | | | | | | |
| Branch: | | | | | From: To: | | | | | | | | |
| Rank at Discharge: | | | | | Are you currently in the  Armed Forces: YES NO | | | | | | | | |
| **DISCLAIMER AND SIGNATURE** | | | | | | | | | | | | | |
| I certify that my answers are complete to the best of my knowledge.  I hereby authorize the City of Ransom to investigate all statements made in this application, review my driving and criminal records, and to contact my previous employers. I understand that any false statements made herein may eliminate my application from employment consideration, or if discovered after hire, may result in my discharge from employment. | | | | | | | | | | | | | |
| Signature: Date: | | | | | | | | | | | | | |