LAKE TOWNSHIP - BENZIE COUNTY

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last *First* *M.I.*

Address: _____
Street Address *Apartment/Unit #*

_____
City *State* *ZIP Code*

Phone: ( ) Email Address:

Date Available: Social Security No.: Desired Salary: $

Position Applied for:

Are you a citizen of the United States? Yes ☐ No ☐ If no, are you authorized to work in the U.S.? Yes ☐ No ☐

Have you ever worked for this company? Yes ☐ No ☐ If yes, when?

Have you ever been convicted of a felony? Yes ☐ No ☐

If yes, explain:

Education

High School: Address:

From: To: Did you graduate? Yes ☐ No ☐ Degree:

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:

LAKE TOWNSHIP - BENZIE COUNTY

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 Type of Discharge:

If other thank honorable, explain:

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application shall be considered active for a period of one year. Applicants wishing to be considered for employment beyond this time should reapply.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____