



450 Thunder Head Lane • PO box 1150 • Annetta, Texas 76008 • 817-441-5770

Application for Employment

We are an equal opportunity employer and make employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, or disability. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. If you need an accommodation in completing this application, please notify a representative of this organization.

Applicant name: _____ Date: _____

Position(s) applied for or type of work desired: _____

Address: _____

Telephone #: _____ Email: _____

Type of employment desired: _____ Full Time _____ Part Time _____ Temporary

Date you are available to start work: _____

Are you able to meet attendance requirements? Yes _____ No _____

Do you have any objection to working Overtime? Yes _____ No _____

Can you travel if required by this position? Yes _____ No _____

Can you furnish a work permit if it is required? Yes _____ No _____

How were you referred to us? _____



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Application for employment for: _____, cont.

Employment History

Please provide all employment information for your past three employers starting with the most recent.

1. Employer: _____
2. Position(s) held: _____
3. Address: _____
4. Telephone #: _____
5. Immediate Supervisor and title: _____
6. Dates employed: from _____ to _____ Pay: _____
7. Reason for leaving: _____

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Application for employment for: _____, cont.

Personal References

Name & Phone Number _____

Name & Phone Number _____

Name & Phone Number _____

Other skills and Qualifications

Summarize any job related training, skills, computer knowledge, licenses, certificates and any other information you believe is relevant to your qualifications for this job:

Educational History

Type of School	Name of School & Location	Major & Degree Completed
High School		
College		
Bus. Or Trade School		
Professional School		
Other		

Application for employment for: _____, cont.

Release of Information and Liability



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I hereby authorize the Town of Annetta as a potential employer to contact, obtain and verify the accuracy of information contained in this application from all previous employers, educational institutions and references.

I understand that any intentional misrepresentation or material omission made by me on this application may constitute grounds for rescission of a job offer or immediate termination of employment if I am employed, without notice, whenever it may be discovered.

If I am employed, I acknowledge that there is no specified length of employment and that this application does not constitute an agreement or contract for employment. Accordingly, either I or the employer can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

I understand that this is a drug free workplace and consent to compliance with this policy as a condition of employment.

I also understand that, if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

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

Applicant signature: _____ Date: _____

Official's signature: _____ Date: _____