

**City of Forest City**

305 North Clark Street

Forest City, IA 50436

(641) 585-4597

Application for Employment  
*(Please print neatly and complete all blanks...thank you)*

**The City of Forest City is an Equal Opportunity Employer**

**PERSONAL**

**Full Name:** \_\_\_\_\_  
First Middle Initial Last

**Address:** \_\_\_\_\_  
Number Street City State Zip

**Telephone Number:** ( ) \_\_\_\_\_

Are you 18 years of age or older? Yes  No  Are you a military Veteran? Yes  No   
Are you legally able to work in the U.S.? Yes  No  If Yes, Dates of Active Duty: \_\_\_\_\_ to \_\_\_\_\_

Have you ever been known by any other names(s) that this company will require to verify any of the information listed on this application? If so, please list: \_\_\_\_\_

**EMPLOYMENT DESIRED**

**Job Title:** \_\_\_\_\_ **Date Available:** \_\_\_\_\_ **Wage Desired:** \_\_\_\_\_

Are you available for work: Full-Time  Part-Time  Seasonal

**EDUCATION**

Do you have a High School Diploma or GED? Yes  No

**Name of Last school attended:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Circle last year of school completed:** 12 13 14 15 16 17 18

**Circle the highest degree earned:** High School Diploma GED Certificate AA BD MD PHD Other

**Area of Concentration and/or degree(s), certificates, licenses, endorsements:** \_\_\_\_\_

**Other Training or Skills (Factory or Office Machines Operated, Special Courses, Computer Skills, etc.):** \_\_\_\_\_

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## EMPLOYMENT HISTORY

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**Former Employment** (List employers, starting with the current or most recent. Explain all gaps in time of employment)

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**Company Name:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Number Street City State Zip

Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ End Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Rate of Pay: \_\_\_\_\_

Detailed Job Duties: \_\_\_\_\_

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Reason for Leaving: \_\_\_\_\_

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**Company Name:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Number Street City State Zip

Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ End Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Rate of Pay: \_\_\_\_\_

Detailed Job Duties: \_\_\_\_\_

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Reason for Leaving: \_\_\_\_\_

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**Company Name:** \_\_\_\_\_ **Job Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Number Street City State Zip

Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ End Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Rate of Pay: \_\_\_\_\_

Detailed Job Duties: \_\_\_\_\_

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Reason for Leaving: \_\_\_\_\_

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Federal and state laws prohibit discrimination in hiring due to age, race, color, creed, sex, national origin, religion, disability or veteran's status.

May we contact your former employers to verify this information? Yes  No

May we contact your present employer? Yes  No

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Please provide any additional information about your abilities or interests that makes you a good candidate for this position:

\_\_\_\_\_  
\_\_\_\_\_

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*I authorize investigation of all statements contained in this application. I understand that omission or misrepresentation of facts is cause for dismissal.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_