



PAINESVILLE TOWNSHIP • LAKE COUNTY • OHIO

55 Nye Road • Painesville Township, Ohio 44077 • 440.354.7510 •

www.Painesvilletownship.com

Application for Employment

(Please Print Clearly)

Date of Application:

Personal Information

Last Name: First Name: Middle Initial:

Present Address: Street City State Zip Code

Email Address: Home Phone: Mobile Phone:

Are you at least 18 years of age? Yes No

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in the United States because of Visa or Immigration status? Yes No

Employment Desired

Position: Available Start Date:

How did you learn about us?

Newspaper
Employment Agency

Relative/Friend
Walk-In

Painesville Twp. Website
Other

Have you ever previously applied for employment with Painesville Township? Yes No

If yes, provide department/position(s) and date(s):

Education

	Name and Address	Did you Graduate?		Diploma/Degree or Credit Hours
High School		Yes	No	
Trade/Technical		Yes	No	
College		Yes	No	
Graduate School/Other		Yes	No	

Employment Experience (List Most Recent Position First)

Employer:

Job Title:

Address:

Street

City

State

Zip Code

Supervisor:

Email Address:

Phone Number(s):

Employed From:

To:

Starting Salary:

Ending Salary:

Reason for Leaving:

Summarize the work performed and the job responsibilities:

May we contact your previous supervisor for a reference?

Yes

No

Employer:

Job Title:

Address:

Street

City

State

Zip Code

Supervisor:

Email Address:

Phone Number(s):

Employed From:

To:

Starting Salary:

Ending Salary:

Reason for Leaving:

Summarize the work performed and the job responsibilities:

May we contact your previous supervisor for a reference?

Yes

No

Employer:

Job Title:

Address:

Street

City

State

Zip Code

Supervisor:

Email Address:

Phone Number(s):

Employed From:

To:

Starting Salary:

Ending Salary:

Reason for Leaving:

Summarize the work performed and the job responsibilities:

May we contact your previous supervisor for a reference?

Yes

No

Military Service (If Applicable)

Branch of Service: _____

Period of Active Duty (Month/Year): _____ From: _____ To: _____

Rank at Discharge: _____

Type of Discharge: _____ Date: _____

If other than honorable, please explain: _____

Additional Experience

Are there any other experiences, skills, or qualifications which you believe would qualify you for work with Painesville Township?
List type(s) of equipment operated, certifications, computer systems, software skills, and special job-related skills.

References

List three persons, other than supervisors listed under Employment Experience, who are not related to you by blood or marriage, whom we are free to contact and who have knowledge of your character, experience, or ability. Persons familiar with your present or past job performance are strongly preferred.

Name	Company	Address	Phone Number	Email

Additional Information

This space may be used to explain your answers to any items on this Application.

Disclaimer and Signature

The facts set forth above in this application for employment are true and complete to the best of my knowledge. My signature further constitutes my authorization for Painesville Township to investigate and verify the facts submitted. I understand falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal if discovered after I am employed.

Signature of Applicant

Date Signed

Painesville Township is an Equal Opportunity Employer. We consider all applicants for all positions without regard to race, color, religion, sex, age, national origin, handicap, or any other legally protected status. We will only employ persons authorized for employment in the United States.