

Town of Pleasant Springs Employment Application Form

Note: Applicants May Be Tested For Illegal Drugs

Application must include a cover letter and resume. Please Return Application and Cover letter to 2354 County Rd N, Stoughton, WI 53589-2873
Please Complete Pages 1-4.

Date: _____

Name: _____
Last
First
Middle
Maiden

Current address: _____
Street
City
State
Zip

How long at address: _____ Telephone: (____) _____

Email: _____ Alternate Phone: (____) _____

Position applied for: _____ Salary desired: _____

Employment desired: Full-Time Only Part-Time Only Full or Part Time

How many hours can you work weekly? _____ Can you work nights? Y N

When available to start? _____ Can you work weekends? Y N

Name of School		Location	Graduated	
High School			Yes	No
College or		Degree / Major		
Vocational	Name of School	Location	or Certification	Graduated
			Yes	No
			Yes	No
			Yes	No

Have you ever been convicted of a crime? Yes No
If yes, explain number of conviction(s), nature of offense(s) leading to convictions(s), how recently such offense(s) was/were committed, sentences(s) imposed, and type(s) of rehabilitation.

Do you have a Driver's License? Yes No
What is your means of transportation to work? _____
Driver's License Number _____ Expiration Date _____
State of Issue _____ Operator Commercial (CDL) Chauffeur
Have you had any accidents during the past 3 years? Yes No
If yes, how many accidents? _____
Have you had any moving violations during the past 3 years? Yes No
If yes, how many? _____

OFFICE / COMPUTER SKILLS

Personal Computer: Yes No PC Mac
Word Processing: Yes No Spreadsheets: Yes No
Typing: Yes No WPS ___ 10-Key: Yes No
Other Skills:

Please list two references other than relatives or previous employers.

Name _____	Name _____
Position _____	Position _____
Company _____	Company _____
Address _____	Address _____
City, St, Zip _____	City, St, Zip _____
Telephone (____) _____	Telephone (____) _____

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

Work Experience

Please list your work experience for the past five years beginning with your most recent job held. If you were self-employed, give firm name.

Name of employer _____ Employment Dates _____ Pay/Salary
Address _____ From _____ Start _____
City, State, Zip _____ To _____ Final _____
Phone Number (____) _____
Job Title _____ Name of last supervisor _____
Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

May we contact your present employer? Yes No

Name of employer _____ Employment Dates _____ Pay/Salary
Address _____ From _____ Start _____
City, State, Zip _____ To _____ Final _____
Phone Number (____) _____
Job Title _____ Name of last supervisor _____
Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer _____ Employment Dates _____ Pay/Salary
Address _____ From _____ Start _____
City, State, Zip _____ To _____ Final _____
Phone Number (____) _____
Job Title _____ Name of last supervisor _____
Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer _____ Employment Dates Pay/Salary
Address _____ From _____ Start _____
City, State, Zip _____ To _____ Final _____
Phone Number (____) _____
Job Title _____ Name of last supervisor _____
Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer _____ Employment Dates Pay/Salary
Address _____ From _____ Start _____
City, State, Zip _____ To _____ Final _____
Phone Number (____) _____
Job Title _____ Name of last supervisor _____
Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Name of employer _____ Employment Dates Pay/Salary
Address _____ From _____ Start _____
City, State, Zip _____ To _____ Final _____
Phone Number (____) _____
Job Title _____ Name of last supervisor _____
Reason for leaving (be specific)

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

The above information is a true and correct statement.

Signature of Applicant

Date