

City of Vermillion

Application for Seasonal Employment

REVISED: January 2009

25 Center Street * Vermillion, SD 57069 * PH: (605) 677-7050 * FX: (605) 677-5461 * Web: <http://www.vermillion.us>

Date _____ Date available for work: _____

The City of Vermillion receives a large number of applications for a very limited number of seasonal job openings. In order for us to match qualified applicants with positions most suitable for individual skills and job interests, please list which positions are most appealing to you in rank order:

1. _____
2. _____
3. _____

***Note: Applications that do not list specific positions will be discarded.**

****PLEASE TYPE OR PRINT CLEARLY IN INK****
****Incomplete applications will be discarded****

PERSONAL INFORMATION

Name _____
Last First Middle

Permanent Address _____
Street City State Zip

Telephone (____) _____ Social Security No. _____ Driver's License No. _____ State _____

School Address (If applicable) _____
Street City State Zip

Are you related to any City employee or elected official? Yes No
If yes, who and what is the relationship: _____

Are you at least 21 years of age? Yes No If no, state age: _____

State law prohibits individuals under the age of 21 from serving alcoholic beverages. If applying for a position requiring the service of alcohol, verification of age will be required as a condition of employment.

Do you currently possess a valid Drivers License Yes No

EMPLOYMENT HISTORY (List present or most recent employer first)

(1) Name of Employer _____
Address _____
Date (Month/Year) From _____ To _____ Salary _____
Position _____
Reason for leaving _____
May we contact this employer? Yes No Phone No. _____

(2) Name of Employer _____
Address _____
Date (Month/Year) From _____ To _____ Salary _____
Position _____
Reason for leaving _____
May we contact this employer? Yes No Phone No. _____

SKILLS & QUALIFICATIONS

Please summarize your special skills and qualifications that you feel most qualify you for the position for which you are applying:

EDUCATION

High School _____ Location _____ Did you graduate? Yes No

COLLEGE OR UNIVERSITY:

School _____ Location _____ Dates Attended _____ Major _____ Degree _____

TRADE, BUSINESS OR CORRESPONDENCE SCHOOL:

School _____ Location _____ Dates Attended _____ Major _____ Degree _____

REFERENCES (List the names of three persons not related to you, who know of your work or qualifications)

..... Name Address Organization Phone

1. _____
2. _____
3. _____

BACKGROUND INFORMATION

Have you ever been convicted of a felony? Yes No

If yes, please provide an explanation: _____

A conviction will not be an automatic bar to employment and will be considered only as it relates to the job in question.

APPLICATION FOR EMPLOYMENT (Unsigned applications will not be considered)

The facts set forth in my application for employment are true and complete, to the best of my knowledge. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal. I authorize any of my previous employers, schools, or persons named as references to give any information regarding employment or educational record. I agree that the City of Vermillion and my previous employers shall not be held liable in any respect if a job offer is not extended, is withdrawn, or my employment is terminated because of false statements, omissions or answers made by me on this application or for any information provided by them. I also acknowledge that this statement applies to any information I have provided on a resume or additional documents.

I hereby understand and agree that if hired by the City of Vermillion, I will be considered an "at-will" employee and I may be removed at any time, with or without cause.

Applicant Signature: _____ Date: _____

****The City of Vermillion is prepared to make reasonable accommodations for applicants with a disability. If called for an interview, please advise the person calling of any accommodations that you may need.****