



**TOWN OF WHEATLAND  
APPLICATION FOR EMPLOYMENT**

**Personal Information:**

**Full Name:** \_\_\_\_\_

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

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_ **Referred by:** \_\_\_\_\_

**Are you related to any current employee: Y / N**      **If yes, then who/relationship:** \_\_\_\_\_

**Are you 18 years of age or older: Y / N**

**Employment Desired:**

**Position Desired:** \_\_\_\_\_ **Date available:** \_\_\_\_\_

**Salary Desired:** \_\_\_\_\_ **Employed Now: Y / N**      **Contact current employer: Y / N**

EDUCATION	Name and Location of School	Last Year Completed	Graduated	Subject Studied / Degree
High School			Y / N	
College			Y / N	
Trade/Graduate			Y / N	

**General:**

**Subjects of special study or research:**

\_\_\_\_\_

\_\_\_\_\_

**Job Related Skills:**

\_\_\_\_\_

\_\_\_\_\_

Reference Name	Relationship (Friend, Co-Worker, Supervisor)	Years Known	Phone Number

**Employment History:**

Dates Mo/yr	Name/Location	Phone Number	Salary (Leaving)	Reason Left
Start:				
End:				
Start:				
End:				
Start:				
End:				
Start:				
End:				

**Resume attached: Y / N      If providing a resume, please attach to the back of this application.**  
*Application must accompany all resumes.*

**If you are selected by the Town of Wheatland, you will be required to attest to your identification and employment eligibility, and to present documents confirming those facts. You will not be hired if these requirements cannot be met.**

***By signing below:***

I certify that facts contained in the application and accompanying resume, if any, are true and complete to the best of your knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if employed, no matter when discovered by the Town of Wheatland.

I understand that employment is conditioned on a background check and authorize the Town of Wheatland to investigate all statements contained in my application and resume. I authorize all former employers and references to disclose information regarding my former employment, character, and reputation with their company. This may be done without prior notice to me of such disclosure. I release former companies, employers and references from any and all claims, demands, or liabilities arising out of such investigation.

**I agree that nothing contained in this application, or conveyed during any interview, is intended to create a contract for employment. I further agree that if hired, my employment will be “at will” and without fixed term and may be terminated at any time with or without cause and prior notice at the option of myself or the company. No promises regarding employment have been made to me, and I understand that no such promise is binding to the Town of Wheatland unless made in writing by an authorized representative.**

If hired, I agree to submit to all required exams, if any, before starting work. If employed, I agree to submit to all exams as required by the Town of Wheatland Alcohol and Drug Policy. I understand that employment for some positions may be contingent upon medical exams.

I understand that acceptance of this application and/or attached resume does not indicate or obligate the Town of Wheatland to hire. If hired I agree to abide by all Town of Wheatland Policies and Procedures.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**