

Employment Application Form

Please **PRINT** All Information Requested Except Signature
(Avoid Cursive)

Date Received: ___/___/___
Date Reviewed: ___/___/___

PLEASE COMPLETE ALL 3 PAGES of APPLICATION

PERSONAL INFORMATION

Date: ___/___/___

Name: _____
Last First Middle Maiden

Physical Address: _____
Number Street City/Town State Zip Code

Mailing Address: _____
PO Box or if same as Physical Address, write "SAME" City/Town State Zip Code

Best Phone to Reach You: (____) ____ - ____ If under 18, please list age: _____

Email Address (only if you check it frequently): _____

EMPLOYMENT DESIRED

Position(s) Applying for: _____ Check box if available to work, write hours in blank

I would like to get paid: \$____/hr **OR** \$____/Yr Everyday _____ Thurs _____

I will not be able to work for less than: \$____/hr **OR** \$____/Yr Mon _____ Fri _____

Tues _____ Sat _____

Wed _____ Sun _____

How many hours would you be willing to work weekly? _____ Can you work Nights? _____

Employment Desired(check all that apply): __ Seasonal FT __ Seasonal PT __ FT Year-Round __ PT Year-Round

Date You Can Start: _____ Last day you can work (Seasonal Only): _____

Referred by (if not referred, please tell us how you found out about the position): _____

EDUCATION	Name & Location of School (City & State)	# of Years Attended	Did you Graduate?	Subjects Studied/ Degree Earned
High School				
1 st College				
2 nd College				
Bus. or Trade School				
Professional School				

GENERAL

Please List any Internships, Subjects of Special Study or Research Work: _____

Special Skills or Job Related Assests: _____

List any Extra Curricular Activities/Organizations and length of time you were a part of them: _____

WORK EXPERIENCE: Please list your past four jobs beginning with your most recent job held.

If you were self-employed, give firm name. Provide as much information as possible.

Name of Employer _____	Name of Supervisor _____	Employment Dates From: _____ To: _____	Pay or Salary Start: \$ _____ Final: \$ _____
City, State _____	Job Title: _____		
Phone Number _____			

Reason for Leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancement or promotions while you worked at this company: _____

Name of Employer _____	Name of Supervisor _____	Employment Dates From: _____ To: _____	Pay or Salary Start: \$ _____ Final: \$ _____
City, State _____	Job Title: _____		
Phone Number _____			

Reason for Leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancement or promotions while you worked at this company: _____

Name of Employer _____	Name of Supervisor _____	Employment Dates From: _____ To: _____	Pay or Salary Start: \$ _____ Final: \$ _____
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Reason for Leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancement or promotions while you worked at this company: _____

Name of Employer _____	Name of Supervisor _____	Employment Dates From: _____ To: _____	Pay or Salary Start: \$ _____ Final: \$ _____
City, State _____	Job Title: _____		
Phone Number _____			

Reason for Leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancement or promotions while you worked at this company: _____

PERSONAL

Are you able to continually lift 50lbs (Requirement for certain departments)? Yes No

If not, explain: _____

Do you have a Driver's License? Yes No

If "No" what is your means of transportation to work? _____

Driver's License # _____ State of Issue: _____ Class: _____ Expiration Date: _____

Have you had any motor vehicle accidents in the last 3 years? Yes No

If Yes, please briefly explain what and when it happened: _____

Have you ever been convicted of a crime after the age of 18? Yes No

If yes, explain. _____

REFERENCES: Please list 3 references who are not related to you, whom you have known for at least one year.

Full Name	Phone Number	How You Know	Years Known
1.			
2.			
3.			

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(s) for which you are applying. **Please include the reason you would like the job you're applying for.**

"I certify that all the information submitted by me on this application is true and complete, and I understand that if any false information, omission, or misrepresentation are discovered, my application may be rejected and, if I am employed, my employment may be terminated at any time. In consideration of my employment, I agree to conform to the Town of Crested Butte's rules and regulations, and I agree that my employment and compensation can be terminated with or without notice, at any time by the Town of Crested Butte."

Date: _____ Signature: _____