



City of Harrisburg
120 Smith Street
PO Box 378
Phone: (541) 995-6655
Fax: (541) 995-9244

APPLICATION FOR EMPLOYMENT

(Pre-employment Questionnaire) (AN EQUAL OPPORTUNITY EMPLOYER)

Personal Information

Name: _____ Date: _____
Last First Middle Social Security Number:

Current Address:

If you have lived at your current address for less than one (1) year, please provide your prior address:

Phone Number: _____ Email: _____

Are you at least 18 years old: Yes No

Are you prevented from lawfully becoming employed in this country because of visa or immigration status: Yes No

Employment Desired

Position: _____ Date Available: _____

Are you currently employed: Yes No May we contact your current employer: Yes No

Education

Name & Address	# of Years Attended	Graduate (Y/N)	Major
High School			
College / University			
Trade, Business, or Tech. School			

General

Subjects of special study or research work:

Special Skills:

Activities (Civic,
Organizations):

*Exclude organizations whose name indicates the race, creed, sex, age, marital status, color or nation of origin of its members.

US Military Service: Rank: Are you active reserve: Yes No

Employment (List at least three employers, starting with the most recent)

Dates Mo/Yr	Name & Address	Salary	Position Held	Reason for Leaving
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From / To

From / To

From / To

From / To

Which of these
jobs did you like
the best and why:

References (Provide three references not related to you, who have known you at least one year)

Name	Address & Daytime Phone Number	How You're Acquainted	Years Acquainted
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1.

2.

3.

In case of emergency, notify:

Name	Address	Phone
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"I CERTIFY THAT ALL INFORMATION SUBMITTED BY ME ON THIS APPLICATION IS TRUE AND COMPLETE, AND I UNDERSTAND THAT IF ANY FALSE INFORMATION, OMISSIONS, OR MISREPRESENTATIONS 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 CITY'S RULES AND REGULATIONS, AND I AGREE THAT MY EMPLOYMENT AND COMPENSATION CAN BE TERMINATED WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME, AT EITHER MY OR THE CITY'S OPTION. I ALSO UNDERSTAND AND AGREE THAT THE TERMS AND CONDITIONS OF MY EMPLOYMENT MAY BE CHANGED, WITH OR WITHOUT CAUSE, AND WITH OR WITHOUT NOTICE, AT ANY TIME BY THE CITY. I UNDERSTAND THAT MY APPLICATION FOR EMPLOYMENT DOES NOT CONSTITUTE AN EMPLOYMENT CONTRACT OR AGREEMENT FOR EMPLOYMENT."

Signature:

Date:
