



The City of White Cloud  
12 N. Charles St.  
White Cloud, MI 49349  
231-689-1194

### EMPLOYMENT APPLICATION

Last Name		First Name	Middle
Current Street Address		State	Zip
			No. of Years
Previous Address & City (if less than 3 years)			How long?
Home Telephone Number		Cell Telephone Number	
Social Security Number		Operator's License Number (& Endorsements)	

### EMPLOYMENT INTEREST

Position Applying for	Pay Expected
Preference: (Circle One)	Part-Time
	Full-Time
Have you ever applied for work with us before? (If yes, when?)	
If hired, do you have reliable transportation? (If no, how will you get to work?)	
Do you have any friends or relatives working for us? (If yes, indicate who?)	

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Do you have any special skills, qualifications, or licenses? (If yes, please list.)

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If hired, do you agree to work under our Drug and Alcohol testing program?      Yes      No

Have you ever been denied a license, permit, or privilege to operate a motor vehicle? (If yes, please explain.)

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Has any license or permit been suspended or revoked? (If yes, please explain.)

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**EDUCATIONAL REFERENCES**

Level	Name & Location	Years Completed	Diploma/Degree	Course of Study
High School				
College				
Grad School				
Other (please specify, training, certifications)				
Military				

**PERSONAL REFERENCES** (Do not include relatives, or employees/former employees)

Name	Address	City, State, & Zip	Telephone #	Years Acquainted

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**APPLICANT'S CERTIFICATION AND AGREEMENT**

By signing this application, I believe that all the information now and after given by me in support of my application for employment is true and complete and that, specifically:

1. I authorize the City of White Cloud to verify any of the information concerning my previous employment, educations, credit or medical history, and criminal or driving record, with the appropriate individuals or agencies. I authorize them to release to the City of White Cloud any such information as you may require including the Company's Drug and/or Alcohol Abuse testing programs and procedures. This release includes my prior disciplinary employment records without any obligation to give me written notice of such disclosure; and,
2. I also authorize the City of White Cloud to release any information requested by any of my previous or future employers without any obligation to give me written notice of such disclosure. I hereby release the City of White Cloud and them from any liability whatsoever as a result of any such inquiries and disclosures. I hereby voluntarily consent to participate in any and all drug, alcohol, or substance abuse testing programs implemented or in place on behalf of the City of White Cloud. I hereby forever release the City of White Cloud and all others from any liability resulting from such testing and/or disclosures and,
3. This application is not to be considered as making terms and conditions of employment or on an employee contract. You have the right to terminate your employment with the City of White Cloud at any time without notice and without cause and the City of White Cloud maintains that same right.
4. I agree that any action or suit against the City of White Cloud arising out of my employment or termination of employment, including, but not limited to claims arising under State or Federal civil rights statutes, must be brought within 180 days of event giving rise to the claim or be forever barred. I waive any statute of limitations to the contrary; and,
5. If you are selected for hire, you will be offered employment provided you verify that you are authorized to work as required by the Immigration Reform and Control Act of 1986, and,
6. I certify that all statements on this Application for Employment are made truthfully and without evasion, and further understand and agree that any such statements may be investigated and if found to be false will be sufficient grounds for not being employed or if employed may result in my dismissal.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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FOR OFFICE USE ONLY

Interviewer's comments:

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Date: \_\_\_\_\_ Employment Verification: \_\_\_\_\_

Disposition:	Hired: _____	Starting Date: _____
	Not Hired: _____	Reason: _____ _____

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