

690 Chesterfield Parkway West Chesterfield, MO 63017 Main Line: (636) 537-4000 Fax: (636) 537-4798 www.chesterfield.mo.us

Application for Employment

The City of Chesterfield is an equal opportunity employer. In accordance with federal, state, and local laws, we recruit, hire, promote, and evaluate all personnel without regard to race, color, religion, gender, age, national origin, citizenship status, physical or mental disability, past, present, or future status in the uniformed services of the United States. Job applicants and present employees are evaluated solely on ability, experience, and the requirements of the job.

| APPLICANT INFORMATION | | | | | | | | |
|---|---------|----------------|---|--|------------------|------|--|--|
| Last Name | | First | | | M.I. | Date | | |
| Street Address | | | | | Apartment/Unit # | | | |
| City | | State | | | ZIP | | | |
| Phone | | E-mail Address | | | | | | |
| | | | | | | | | |
| Applying For Position | | | | | | | | |
| The City will make a good faith effort to provide reasonable accommodation to an otherwise qualified candidate who applies for a position or employee who is able to perform the essential job duties unless such accommodation would impose an undue hardship on the operation of the City. Applicants requiring disability related accommodations should request them in advance. | | | | | | | | |
| To the best of your knowledge, would you be able to perform all the essential functions of this position with or without reasonable accommodations? | | | | | | | | |
| Are you a citizen of the United States? | YES 🗌 🛛 | 10 | If no, are you authorized to work in the U.S.? YES $\hfill \square$ NO $\hfill \square$ | | | | | |
| Have you ever worked for the City? | YES 🗌 🛛 | 10 🗌 | If so, when? | | | | | |
| Are you related to any City official or employee of the City of Chesterfield? | YES 🗌 N | 10 | If yes, explain | | | | | |
| Have you ever been convicted of a felony? | YES 🗌 🛛 | 10 | If yes, explain | | | | | |

| EDUCATION | | | | | | | |
|-------------|----|-------------------|---------|------|---------|--|--|
| High School | | | Address | | | | |
| From | То | Did you graduate? | YES 🗌 | NO 🗌 | Diploma | | |
| College | | | Address | | | | |
| From | То | Did you graduate? | YES | NO 🗌 | Degree | | |
| Other | | | Address | | | | |
| From | То | Did you graduate? | YES 🗌 | NO 🗌 | Degree | | |

| REFERENCES | | | | | | | |
|---|-----------------------|--------------------|-----------------|-------|---|------------------|------------------|
| Please list three p | rofessional referen | DCES. | | | | | |
| Full Name | | | Relations | ship | | | |
| Company | | | Phone | (|) | | |
| Address | | | | | | | |
| Full Name | | | Relationship | | | | |
| Company | | | Phone () | | | | |
| Address | | | | | | | |
| Full Name | | | Relationship | | | | |
| Company | | | | Phone | (|) | |
| Address | | | | | | | |
| | | | | | | | |
| EMPLOYMENT HISTORY | | | | | | | |
| Company | | | Phone () | | | | |
| Address | | | Supervisor | | | | |
| Job Title | | | Starting Salary | \$ | | | Ending Salary \$ |
| Responsibilities | | | | | | | |
| From | То | Reason for Leaving |] | | | | |
| May we contact your previous supervisor for a reference? YES NO | | | | | | | |
| Company | | | Phone () | | | | |
| Address | | | Supervisor | | | | |
| Job Title | Title Starting Salary | | \$ | | | Ending Salary \$ | |
| Responsibilities | | | | | | | |
| From | То | Reason for Leaving | | | | | |
| May we contact your previous supervisor for a reference? YES NO | | | | | | | |
| Company | | | Phone () | | | | |
| Address | | | Supervisor | | | | |
| Job Title Starting Salary | | | \$ | | | Ending Salary \$ | |
| | | | | | | | |
| Responsibilities | | | | | | | |
| From | | | | | | | |
| May we contact your previous supervisor for a reference? YES NO | | | | | | | |

| MILITARY SERVICE | |
|----------------------------------|-------------------|
| Branch | From To |
| Rank at Discharge | Type of Discharge |
| If other than honorable, explain | |

ADDITONAL COMMENTS

Please use this space to list any special skills, training, knowledge and abilities that would further qualify you for the position sought.

How did you hear about the position?

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature

Date