



CITY OF SUNRISE BEACH VILLAGE

124 Sunrise Drive
Sunrise Beach Village, Texas 78643-9283

Telephone: (325) 388-6438
Fax: (325) 388-6973
Website: <http://cityofsunrisebeach.org>
e-mail: srbv@cityofsunrisebeach.org

We consider applications for all positions without regard to race, color, religion, sex, national origin, age, marital status, veteran status, the presence of non-job related medical conditions or handicap or any other legally protected status.

APPLICATION FOR EMPLOYMENT

Date ____ / ____ / ____

Please respond to all questions to which an answer is known or pertinent, place "N/A" in all other spaces. PLEASE PRINT

1. _____
Last Name First Middle Phone Number

2. _____
Street Address City State Zip

3. _____
Positions applied for Expected pay

4. If you are 18 years of age, can you provide proof of your eligibility to work? Yes No
5. Have you ever been employed with the City of Sunrise Beach Village before? Yes No
6. Are you currently employed? Yes No
7. Are you currently on "lay-off" status and subject to recall? Yes No
8. Are you legally eligible for employment in the United States? Yes No
9. Are you available to work: Full Time Part Time Temporary
10. If offered a position, how soon after the offer could you begin to work? _____
11. If you have served in the US Military, what type of discharge did you receive? _____
12. Do you have any physical condition that would interfere with job performance of the job which you are applying for? Yes No

13. Have you ever been convicted of a crime other than a minor traffic violation? Yes No

If Yes, please explain:

14. **EDUCATION:**

	Name of School	Course of Study	Years Completed	Graduate	Degree or Diploma
High School					
College					
Other					

15. Indicate any foreign languages you can speak, read and/or write:

Speak _____

Read _____

Write _____

16. List professional, trade, business or civic activities and offices held.

17. **REFERENCES:** Give name, address and telephone number of three references who are NOT related to you.

a. _____
Name Address Phone Occupation

b. _____
Name Address Phone Occupation

c. _____
Name Address Phone Occupation

18. **EMPLOYMENT HISTORY:** Start with present or last job first.

a.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor	Phone	

b.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor	Phone	

c.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor	Phone	

d.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor	Phone	

e.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor		Phone

f.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor		Phone

g.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor		Phone

h.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor		Phone

i.

Employer Name	Address	Date of Employment (from-to)
Job Title	Job Description	Reason for leaving
Name of Supervisor		Phone

19. Please explain why you believe that you would be an asset to The City of Sunrise Beach Village in the position for which you are applying.

20. I certify that answers contained herein are true and correct to the best of my knowledge. I authorize investigation of all statements in this application as may be necessary to arrive at an employment decision. I understand that neither, this document, nor any offer of employment from this employer constitute an employment contract unless a specific document to that effect is executed by the City of Sunrise Beach Village and applicant. In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand that, if I am employed by the City of Sunrise Beach Village, I will be required to abide by it's ordinances, rules and regulations.

Signature of applicant

Date



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INVESTIGATION AUTHORIZATION

To Whom It May Concern:

I respectfully request and authorize you to furnish the City of Sunrise Beach Village any and all information that you may have concerning me, my work record, my reputation, my financial and credit status, criminal history and driving record. This includes any and all records maintained by law enforcement agencies that pertain to me and are accessible by law upon my release. Please include any and all medical and physical records or reports including all information of a confidential or privileged nature, and Photostats of same, if requested. This information is to be used to assist the appropriate City of Sunrise Beach Village personnel in determining my qualifications and fitness for the position which I am seeking. I further authorize, if accepted for employment, the City of Sunrise Beach Village to periodically have the right to investigate my driving record or reputation in any manner during my tenure of employment with the City of Sunrise Beach Village.

I hereby release you, your organization, the City of Sunrise Beach Village, and others from any liability or damage which may result from furnishing the information requested above.

PRINTED NAME: _____
Last First Middle

SEX (M or F): _____

DATE OF BIRTH: _____

DRIVER'S LICENSE NUMBER: _____

SOCIAL SECURITY NUMBER: _____

DATE: _____

SIGNED: _____