



Please provide the following information, **even if you are submitting a résumé.**

| <b>EMPLOYMENT HISTORY</b> Begin with your current or most recent job. If applicable, include military assignments. If you include volunteer activities, you may exclude organizations that indicate race, color, religion, national origin, disability, or other protected status. |                         |                         |                       |                           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------|-----------------------|---------------------------|
| <b>Name/Address/Phone of Employer</b>                                                                                                                                                                                                                                              | <b>Employment Dates</b> | <b>Job Title/Duties</b> | <b>Salary History</b> | <b>Reason for Leaving</b> |
| 1.                                                                                                                                                                                                                                                                                 | Starting:               |                         | Starting:             |                           |
|                                                                                                                                                                                                                                                                                    | Ending:                 |                         | Ending:               |                           |
| 2.                                                                                                                                                                                                                                                                                 | Starting:               |                         | Starting:             |                           |
|                                                                                                                                                                                                                                                                                    | Ending:                 |                         | Ending:               |                           |
| 3.                                                                                                                                                                                                                                                                                 | Starting:               |                         | Starting:             |                           |
|                                                                                                                                                                                                                                                                                    | Ending:                 |                         | Ending:               |                           |
| 4.                                                                                                                                                                                                                                                                                 | Starting:               |                         | Starting:             |                           |
|                                                                                                                                                                                                                                                                                    | Ending:                 |                         | Ending:               |                           |

**REFERENCES:** Providing this information means you give the City of Nibley permission to contact the references listed.

| <b>Name</b> | <b>Address</b> | <b>Telephone Number</b> | <b>Years Known</b> |
|-------------|----------------|-------------------------|--------------------|
|             |                |                         |                    |
|             |                |                         |                    |
|             |                |                         |                    |

**CERTIFICATION:** By signing below, you agree that you have read and understand the following:

I understand that this application shall be considered active for no more than forty-five (45) days. After that time, I may be required to resubmit a completed application. I understand that neither this document nor any offer of employment from this employer constitutes an employment contract unless a specific document is executed in writing by an authorized representative of the City of Nibley and the employee.

I certify that the information given in this application and in any other supporting documentation, résumé or interview is true and correct.

I understand that any false information, willful or negligent misrepresentation, or failure to disclose any requested information constitutes sufficient grounds for the City of Nibley to terminate my employment without notice.

I further understand that the City of Nibley may perform a pre-employment investigation to determine my suitability for employment and I authorize the City of Nibley to secure the information necessary to make a decision.

I further understand that the City of Nibley will adhere to applicable state and federal statutes concerning the securing of information and the handling, utilization, and release of information obtained in the pre-employment investigation.

**Applicant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The City of Nibley is an equal opportunity employer and will not discriminate on the basis of race, color, religion, national origin, ancestry, age, sex, sexual orientation, or on the basis of physical or mental disability unrelated to the ability to perform the work required. No question on this application is intended to secure information to be used for such discrimination.