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Exhibit A

# EMPLOYMENT APPLICATION

## FULL-TIME/PART-TIME

NORTH OGDEN CITY IS AN EQUAL OPPORTUNITY EMPLOYER

We appreciate your interest in working at North Ogden City. As an equal opportunity employer, our employment practices are in accordance with the laws that prohibit discrimination due to race, sex, sexual orientation, age, disability, or national origin. This application form was designed for use by persons applying for various types of positions – professional, technical, clerical, and administrative. Please answer only the questions that apply. All information will be treated confidentially. Additional information may be provided by attaching a resume.

Title of Position Applying for: \_\_\_\_\_ Date: \_\_\_\_\_

Wage Desired: \$ \_\_\_\_\_ Available to work: \_\_\_\_\_ Evenings \_\_\_\_\_ Early Mornings \_\_\_\_\_  
\_\_\_\_\_ Days \_\_\_\_\_ Weekends \_\_\_\_\_

### PERSONAL INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Do you have any relatives working for the City?  No  Yes

If yes, please list their name: \_\_\_\_\_

Are you a US Citizen?  No  Yes

If naturalized, please provide date of citizenship & country of birth. \_\_\_\_\_

List any other names used: \_\_\_\_\_

Do you have a valid Utah Driver's License?  No  Yes CDL:  No  Yes

Have you ever been employed with North Ogden City before?  No  Yes

If yes, please give date(s): \_\_\_\_\_

**EDUCATION AND TRAINING**

	Name of School	City and State	Major Subject / Degree	Degree / Diploma & Number of Years attended / Year graduated
High School				
College / University				
College / University				
Trade School / Special Training				

**LICENSES / CERTIFICATES – PLEASE ATTACH COPIES OF CERTIFICATES**

License / Certificate	Expiration Date	In Progress	Completion Date

List Awards, Scholarships, Honors, etc. received: \_\_\_\_\_

\_\_\_\_\_

**EMPLOYMENT HISTORY**

**This portion of the application must be completed even if a resume is submitted.** Starting with the most recent employer, list full and part-time jobs, summer or volunteer work during the last 10 years. Include periods of military service, self-employment, and unemployment. Please leave no unexplained gaps. Attach a separate sheet if necessary.

**1) Present Employer:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Employed From:** \_\_\_\_\_ **to:** \_\_\_\_\_  
(MM/YYYY)

**May we contact this Employer?** \_\_\_ No \_\_\_ Yes

**Supervisor's Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_ **Salary: Start: \$** \_\_\_\_\_ **Last: \$** \_\_\_\_\_

**Reason for leaving:** \_\_\_\_\_

**Describe your work:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2) Previous Employer:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Employed From:** \_\_\_\_\_ **to:** \_\_\_\_\_  
(MM/YYYY)

**May we contact this Employer?** \_\_\_ No \_\_\_ Yes

**Supervisor's Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_ **Salary: Start: \$** \_\_\_\_\_ **Last: \$** \_\_\_\_\_

**Reason for leaving:** \_\_\_\_\_

**Describe your work:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3) Previous Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Employed From: \_\_\_\_\_ to: \_\_\_\_\_  
(MM/YYYY)

May we contact this Employer? \_\_\_ No \_\_\_ Yes

Supervisor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: Start: \$ \_\_\_\_\_ Last: \$ \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Describe your work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4) Previous Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Employed From: \_\_\_\_\_ to: \_\_\_\_\_  
(MM/YYYY)

May we contact this Employer? \_\_\_ No \_\_\_ Yes

Supervisor's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Job Title: \_\_\_\_\_ Salary: Start: \$ \_\_\_\_\_ Last: \$ \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

Describe your work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REFERENCES**

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Employer / Position: \_\_\_\_\_  
Address (City and State): \_\_\_\_\_

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Employer / Position: \_\_\_\_\_  
Address (City and State): \_\_\_\_\_

Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Employer / Position: \_\_\_\_\_  
Address (City and State): \_\_\_\_\_

***This application will be kept in North Ogden City's active files only until the position for which it was submitted is filled. If the applicant is not hired, the applicant must complete a new application to be considered for employment.***

I certify that all statements made in this application and attachments are true and complete and that any misstatement of material fact may subject me to disqualification or immediate termination. I also agree to allow the City to obtain criminal and other job related information about me, and I authorize previous employers to provide information about my work history. I also understand that I may be informed of their contents by submitting a written request and that I have the right to respond to any findings which I believe to be incorrect.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date