



CITY OF MARINE CITY

260 S. PARKER ST.
MARINE CITY, MI 48039
PHONE (810) 765-8846 • FAX (810) 765-1040
Marine City is an Equal Opportunity Employer

Application for Employment Pre-Employment Questionnaire

Personal Information

Name: _____ Date: _____

If under 18, please list age: _____

Present Address: _____

Telephone Number: _____ E-Mail Address: _____

Have you ever been convicted of a crime? Yes _____ No _____

If yes, explain nature of offense: _____

Employment Desired

Position: _____ Salary Desired: _____

Are you currently employed? Yes _____ No _____

May we inquire of your current employer? Yes _____ No _____

Have you applied to the City of Marine City previously? Yes _____ No _____

Where: _____ When: _____

Referred By: _____

<u>Education</u>	<u>Name & Location of School</u>	<u>Number of years attended</u>	<u>Did you graduate?</u>	<u>Subjects Studied</u>
High School				
College				
Trade/Business School				

General

Subjects of special study or research work: _____

Special Skills: _____

Activities (civic, athletic, ect..): Exclude organizations, the name of which indicates the race, sex, age, marital status, color or nation of origin of its members.

Us Military or Naval Service: _____ Rank: _____

Present membership in National Guard or Reserves: _____

Former Employers (List below your last three employers, starting with the most current)

Date Month & Year	Name & Address of Employer	Salary	Position	Reason for Leaving
From:				
To:				
From:				
To:				
From:				
To:				

Which of these jobs did you like the best and why?: _____

References (Give the names of three people not related to you, whom you have known at least (1) year)

<u>Name</u>	<u>Phone Number</u>	<u>Employer</u>	<u>Years Acquainted</u>

I understand and agree that:

- 1) Any material misrepresentation or deliberate omission of fact in my application may be justification for refusal or, if employed, termination from employment.
- 2) It is my understanding that the City of Marine City will make thorough investigation of my entire work and personal history and may verify all data given in my application for employment, related papers or oral interviews. I authorize such investigation and the giving and receiving such information. I understand that falsification of data so given or other derogatory information discovered as result of this investigation may prevent my being hired, or if hired, may subject me to immediate dismissal; and I specifically waive written notice from former employers.
- 3) I further understand that this is an application for employment and that no employment contract is being offered.
- 4) I understand that if I am employed, such employment is for an indefinite period of time and that the City of Marine City can change wages, benefits and conditions at any time.

- 5) I have read and understand the above.
- 6) I certify that all statements made in this application for employment are true, complete and correct to the best of my knowledge and belief.

Signature: _____ Date: _____