

VILLAGE OF DUNCAN

APPLICATION FOR EMPLOYMENT



Established in 1871

VILLAGE OF DUNCAN
906 8th Street
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Duncan NE 68634-0254
Office 402-897-5285 / Fax 402-897-2024
info@villageofduncan.com

Gary Schlesinger - Board Chair
Mari Evans - Clerk
Michelle Schindel - Treasurer

5 YEAR EMPLOYMENT HISTORY

This section must be completed even if you are attaching a resume. Since every effort will be made to contact current and previous employers, *correct telephone numbers are important.*

CURRENT OF MOST RECENT EMPLOYER

Company Name

City/State

Phone #

Date Employed: From: _____ To: _____

Full Time ____ Part Time ____

Job Title

Supervisor's Name

If currently employed, may we contact your supervisor? Yes ____ No ____

Duties: _____

_____ Reason for leaving: _____

PREVIOUS EMPLOYER

Company Name

City/State

Phone #

Date Employed: From: _____ To: _____

Full Time ____ Part Time ____

Job Title

Supervisor's Name

If currently employed, may we contact your supervisor? Yes ____ No ____

Duties: _____

_____ Reason for leaving: _____

PREVIOUS EMPLOYER

Company Name

City/State

Phone #

Date Employed: From: _____ To: _____

Full Time ____ Part Time ____

Job Title

Supervisor's Name

If currently employed, may we contact your supervisor? Yes ____ No ____

Duties: _____

_____ Reason for leaving: _____

PERSONAL REFERENCES

This section must be completed even if you are attaching a resume. Since every effort will be made to contact all personal references listed, *correct telephone numbers are important.* (NOTE: Please do not submit relatives names)

Name _____
Address _____
City/State _____
Home Phone # () _____ Work # () _____ Cell # () _____
Years Known _____ Association (Friend, Co-worker, etc.) _____

Name _____
Address _____
City/State _____
Home Phone # () _____ Work # () _____ Cell # () _____
Years Known _____ Association (Friend, Co-worker, etc.) _____

Name _____
Address _____
City/State _____
Home Phone # () _____ Work # () _____ Cell # () _____
Years Known _____ Association (Friend, Co-worker, etc.) _____

AFFIDAVIT

I certify that the above answers given by me to the foregoing questions and statements are true and correct without consequential omissions of any kind. I authorize the Village of Duncan to conduct a background investigation pertaining to my suitability for the above stated position, which may include a Criminal History check. I hereby release said companies, schools, or persons from all liability for any damage for issuing this information. I understand and agree that any misleading or incorrect statements or omissions may render this application void, and would be cause for dismissal and the Village of Duncan's Board of Trustees would not be liable in any respect for such action. I understand that the Village of Duncan reserves the right of non-disclosure for the acceptance or denial of the applicant.

Applicant's Signature

Date