

FOR HUMAN RESOURCES USE ONLY

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

If space available is insufficient for the following questions, use an additional sheet. **DO NOT MISSTATE OR OMIT** material fact, since the statements made herein are subject to verification to determine your qualifications for employment.

Applicant's Full Name (Last, First, Middle, Maiden/Former Name)

RESIDENCES: List chronologically ALL of your past residences after age 18. (Include addresses while attending school if away from home and all military addresses including any off military base).

DATES		STREET ADDRESS	APT. NO.	CITY	STATE
From	To				

Have you ever been discharged, asked to resign, furloughed, or put on inactive status for cause, or subjected to disciplinary action while in any position? Yes No. If yes, state circumstances:

Have you ever resigned (quit) after being informed your employer intended to discharge (fire) you for any reason? Yes No
If yes, explain, giving name and address of employer, approximate date, and reason:

Red Wing Candidates: Do not complete the Arrest and Detention questions.

ARREST AND DETENTION. Pursuant to Municipality policy, a criminal record will not be an automatic bar to employment and will only be considered as it relates to specific jobs.

A. Have you ever been arrested or detained by a law enforcement agency? Yes No

B. Have you been involved in any criminal court action? Yes No

If the answer to either of the above questions is yes, list below the date, place, and full details of each incident:

Red Wing Candidates: Do not complete the Traffic Violations section.

Have you ever been convicted as an adult for any violations of the law? (including traffic violations) Yes No

If you checked yes, list all (including ALL traffic violations). Add another page if necessary.

Date and Place	Nature of Offense	Disposition

ALL candidates complete remainder of application. **VEHICLE OPERATOR'S LICENSE(S)**. Give the following information concerning any vehicle operator's license (regular driver, commercial driver) you have held or now hold:

Type of License	Place of Issue	Expiration Date	Restrictions

Have you ever been denied issuance of a license or have you ever had a license suspended or revoked? Yes No

Explain fully:

Have you ever had automobile insurance withdrawn or revoked or have you ever been refused automobile insurance? Yes No

If yes, give details, including reasons, names of companies, dates, etc.

AVAILABILITY FOR WORK. Do you have any restrictions on availability for work? Yes No

If yes, please describe:

CERTIFICATION STATEMENT (Please sign and date the following statement):

I certify that all answers to questions in this insert are true, and I agree that any misstatements or omissions of material fact will cause forfeiture on my part of all rights to any employment in the City service. I understand that if any changes occur after application submission, it is my responsibility to notify the human resources departments to which I have applied.

Date

Signature

OPTIONAL: Each municipality has adopted an Affirmative Action Plan. In an attempt to judge the effectiveness of our recruitment efforts, we request that you provide the following information. This information will in no way be used in the decision to hire or promote. All data is confidential.

Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth:	Social Security Number:
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How do you describe yourself in the following terms?

White Hispanic Asian/Pacific Black American Indian