



*It is the policy of the City of Hannibal to provide equal employment opportunities without regard to race, color, religion, sex, national origin, age, disability, marital status, veteran status, sexual orientation, genetic information, or any other protected characteristic under applicable law.*

## APPLICATION FOR EMPLOYMENT

Position applied for: \_\_\_\_\_ Date of Application: \_\_\_\_\_

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Please Print

Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Street

\_\_\_\_\_ Email: \_\_\_\_\_  
City State Zip

Are you willing to work evenings or weekends, if required? \_\_\_\_\_

If hired, first date you would be available to work? \_\_\_\_\_

Have you ever been convicted of a felony or received a suspended imposition of sentence for a felony? \_\_\_\_\_

If so, explain circumstances: \_\_\_\_\_

Can you operate an automobile? \_\_\_\_\_ Driver's License # \_\_\_\_\_ State: \_\_\_\_\_

Do you have a CDL License? \_\_\_\_\_

Do you have any recent arrests, suspensions, or revocations in regard to driving? \_\_\_\_\_

EDUCATION	NAME & LOCATION OF SCHOOL	MAJOR	DEGREE
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High School			
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College/University			
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College/University			
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Other Training			
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**Other Training (Cont'd.)**

*If education or training was received under a different last name, please give name that appears on your school or training records:* \_\_\_\_\_

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**Please list your employment history, beginning with your present or most recent employer:**

**Employer Name:** \_\_\_\_\_

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

**Date Started:** \_\_\_\_\_ **Date Left:** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_

**Describe Duties:** \_\_\_\_\_

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**May we contact this employer for a Reference:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Employer Name:** \_\_\_\_\_

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

**Date Started:** \_\_\_\_\_ **Date Left:** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_

**Describe Duties:** \_\_\_\_\_

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**May we contact this employer for a Reference:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Employer Name:** \_\_\_\_\_

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

**Date Started:** \_\_\_\_\_ **Date Left:** \_\_\_\_\_ **Reason for Leaving:** \_\_\_\_\_

**Describe Duties:** \_\_\_\_\_

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**May we contact this employer for a Reference:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

Please list job knowledge or abilities that will be useful for the position applied for:

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Please list Professional or Character References (no relatives):

_____ Name	_____ Name
_____ Address	_____ Address
_____ City            State    Zip	_____ City            State    Zip
_____ Name	_____ Name
_____ Address	_____ Address
_____ City            State    Zip	_____ City            State    Zip

Additional Comments:

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*Applicants are encouraged to submit a resume, work samples, and academic records, if available.*

*I certify that the facts set forth in this Application for Employment are true and complete to the best of my knowledge. I understand that by signing this application, I will allow a check on background and references as per indicated above. I also understand that if I am employed, any false statements on this application may result in dismissal. I authorize the City to make an investigation of any of the facts set forth in this application.*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**City of Hannibal 320 Broadway, Hannibal, MO 63401**  
**P 573.221.0111 F 573.221.8191**  
**[www.hannibal-mo.gov](http://www.hannibal-mo.gov)**