



CITY OF STURGIS, SOUTH DAKOTA EMPLOYMENT APPLICATION

You must answer all questions to be considered. PLEASE PRINT.

The City does not discriminate based upon race, color, national origin, religion, sex, age, disability, sexual orientation or veteran's status.				
Last Name:		First Name:		M.I.
Present Address :		City:		State: Zip:
Daytime Telephone No.		Specific position(s) applied for: <i>(We do not accept applications for "Any").</i>		
Email Address:				
Available to start:		Full-time Rotating Shifts	Part-time Weekends	Temp / Seasonal Nights
Have you ever been employed by City of Sturgis? If yes, give dates and job titles.				Yes No
If hired, can you provide that you have the legal right to obtain employment in the USA? <i>(Proof of eligibility will be required upon offer of employment.) To see which document(s) prove you have this legal right, please see an I-9 form.</i>				Yes No
Do you have any other commitments to another employer which might affect your employment with City of Sturgis? <i>If yes, explain.</i>				Yes No
If required for the position, are you willing to undergo a pre-employment drug screen? <i>(Acceptable forms of testing will be used. Failure to pass drug screen may result in job offer being withdrawn.)</i>				Yes No
Have you ever been suspended by an employer for either misconduct or poor job performance? <i>If yes, explain.</i>				Yes No
Have you ever been discharged, asked to resign, or terminated for any reason other than layoff or lack of work? <i>If yes, explain.</i>				Yes No
If hired, do you agree to follow all policies and procedures for the City of Sturgis?				Yes No
If the position you are applying for requires driving, please answer the following questions:				This position does not require a Driver's License.
License Number: _____ State: _____ Expiration: _____				
If a Commercial Driver's License is required for the position, what class CDL do you have? _____				
Has your license ever been suspended, revoked, or put on probation? If yes, explain. _____				
Have you been <u>convicted</u> of a <u>traffic</u> related crime (other than a minor traffic violation) in the past 7 years? If so, when and what was the disposition of the case? <i>(Conviction is not an automatic disqualification from employment.)</i>				Yes No

EDUCATION AND TRAINING					
School	Name and City/State of School		Last Year Completed	Graduate?	Course of Study / Comments
High				YES NO	
College / University				YES NO	
Technical, Trade or Other Education				YES NO	
Military Service?	YES NO	If yes, honorable discharge?	YES NO	Which branch of service?	
Note: If you are a university or college student or graduate, you may be required to provide a copy of your transcript or a listing of courses in progress.					
Special skills acquired from employment or other experiences:					
Do you have any licenses, certificates, publication, or professional achievements that would support your application? <i>If yes, list.</i>					Yes No
Do you belong to any professional societies or organizations? <i>(Please exclude those which indicate race, color, national origin, religion, age, sex, disability, or are not relevant for the position.) If yes, list.</i>					Yes No

REFERENCES		
Give the name, occupation, address, and telephone number of references who are familiar with your qualifications and are not related to you:		
Name	Occupation & Relationship to Applicant	Phone Number or Email Address
1.		
2.		
3.		

