



City of Fairview Park

20777 Lorain Road
Fairview Park, Ohio 44126

Phone: (440) 333-2200

Fax: (440) 356-9077

Employment Application

Website: www.fairviewpark.org

The City of Fairview Park considers applicants for all positions without regard to race, color, creed, sex, national origin, age, disability, mental or veteran status, or any other legally protected status.

TO BE CONSIDERED: 1) Complete the application entirely; 2) Do not use "refer to resume"; 3) Sign and date application

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Social Security No.	Desired Salary	
Position Applied for _____ Part Time ___ Full Time ___ Seasonal ___ (Dates: From _____ to _____)			
Are you a citizen of the United States? <i>Proof of citizenship or immigration status will be required upon employment.</i>			
YES <input type="checkbox"/> NO <input type="checkbox"/> If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Have you ever worked for this company? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?			
Have you ever been convicted of a crime? <i>(Each conviction will be evaluated on its own merits with respect to time, circumstances and seriousness in relation to the job that you are applying for. Any determination will be made at the sole discretion of the City of Fairview Park.)</i>			
YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, explain			
Do you have a valid driver's license?		License number	

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three references, but neither relatives nor former employers.</i>	
Full Name	Telephone Number
Address	
Full Name	Telephone Number
Address	
Full Name	Telephone Number
Address	

PREVIOUS EMPLOYMENT			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Please list any other skills or talents that you possess to help you perform this job.			
DISCLAIMER AND SIGNATURE			
<p>I authorize an investigation of all statements contained herein and references listed above to give to the City of Fairview Park any and all information concerning my previous employment and pertinent information they may have, personal or otherwise, and release all parties from liability for any damages that may result from furnishing information.</p> <p>I understand and agree that any offer of employment with the City of Fairview Park may be contingent upon my completing a physical examination and drug test, the results of which must be satisfactory to the City of Fairview Park. I further understand that I may be required to provide fingerprints and that an Ohio criminal records check may be performed as a pre-condition to employment.</p> <p>I understand that this application is considered current for 12 months. If I wish to be considered for employment after this period, I must fill out and submit a new application. I am aware that this application, except for my Social Security Number, is a "Public Record" and will be handled in accordance with Ohio Public Records Law ORC 149.43. If hired, I further understand that this employment application will become part of my official employment record.</p> <p>I understand that the City of Fairview Park is not obligated to hire me. If hired, I agree to the City's policies and procedures. I acknowledge that, if hired, my employment will be at-will and therefore can be terminated with or without cause, and with or without notice, at any time, at the option of the City or myself. This right to terminate employment with or without cause also applies to the City's decisions regarding other terms of employment, including but not limited to demotion, promotion, transfer, compensation, benefits, job duties and responsibilities, and location of work. Nothing in this application, or in any conversation or statement, is intended to create any contract of employment and I understand that no representative of the City has the authority to enter into an agreement for employment for a specific period of time, or to make agreement contrary to the foregoing. I also understand that the City, at its sole discretion may alter, amend, or eliminate its existing employment policies, procedures, practices, compensation systems and other privileges and benefits of employment at any time, with or without notice (except when notice is required by law).</p> <p>My signature below certifies that all statements made in this application or during the hiring process are true and correct to the best of my knowledge. I understand and agree that any misrepresentations or omission of facts in my application may be justification for refusal to hire, or termination of employment. I have read and understand the above information.</p>			
READ CAREFULLY BEFORE SIGNING			
I agree that any claim or lawsuit relating to my service with the City of Fairview Park must be filed no more than (6) six months after the date of the employment action that is the subject of the claim or lawsuit. I waive any statute of limitations to the contrary.			
Signature		Date	Rev. 1/07

