

# Town of LaGrange Employment Application

## APPLICANT INFORMATION

Full Name \_\_\_\_\_ Date \_\_\_\_\_  
*First Last M.I.*

Address \_\_\_\_\_  
*Street Address Apartment/Unit #*

\_\_\_\_\_

*City State Zip Code*

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date Available \_\_\_\_\_

Are you a U.S. Citizen? **Yes / No** If no, are you authorized to work in the U.S.? **Yes / No**

Do you have experience as a government Clerk? **Yes / No** If yes, when? \_\_\_\_\_

Have you ever been convicted of a felony? **Yes / No**

If yes, explain \_\_\_\_\_

## EDUCATION

High School: \_\_\_\_\_ Address \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you Graduate? **Yes / No**

College : \_\_\_\_\_ Address \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you Graduate? **Yes / No** Degree \_\_\_\_\_

Other: \_\_\_\_\_ Address \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you Graduate? **Yes / No** Degree \_\_\_\_\_

## PERTINENT CLERICAL/ADMIN EXPERIENCE AND SKILLS (USE ADDITIONAL PAPER IF NEEDED)

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## EMPLOYMENT HISTORY

Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_

Supervisor Email: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

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Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_

Supervisor Email: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

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Employer: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Job Title: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_

Supervisor Email: \_\_\_\_\_ Supervisor Phone: \_\_\_\_\_

## REFERENCES

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## DISCLAIMER AND SIGNATURE

*I certify that my answers are true and complete to the best of my knowledge*

*If the application leads to my employment, I understand that false or misleading information in my application or interview may result in my termination.*

Signature \_\_\_\_\_ Date \_\_\_\_\_