



EMPLOYMENT APPLICATION

City of Rehoboth Beach
 229 Rehoboth Avenue
 PO Box 1163
 Rehoboth Beach, DE 19971
 302-227-6181 fax 302-227-4643
 www.cityofrehoboth.com
 e-mail: information@cityofrehoboth.com

The City of Rehoboth Beach makes all hiring decisions without regard to an applicant's gender, race, ethnicity, national origin, religion, age, marital status, veteran status, disability, sexual orientation, genetic information (including family history), gender identity, color, creed or any other category protected by local, state or federal law.

Please type or print in black ink. If the question does not apply, write N/A. Incomplete, illegible or unsigned applications may be eliminated from consideration.

Position applied for: _____

PERSONAL INFORMATION

Last name:		First name:		Middle (full) name:	
Permanent address: Number & Street			City	State	Zip
Summer address (if different): Number & Street			City	State	Zip
Phone: Home: (____) _____		Cell: (____) _____		Have you ever been employed by the City of Rehoboth Beach? <input type="checkbox"/> YES <input type="checkbox"/> NO If YES, Date(s), Position(s): _____	
Email address (optional):			Dates you are available to work: From: _____ To: _____ (insert "indefinite" unless you are applying for a seasonal position.)		
Are you currently employed? <input type="checkbox"/> YES <input type="checkbox"/> NO	May we contact your current employer? Work phone: <input type="checkbox"/> YES <input type="checkbox"/> NO (____) _____	Are you related by blood, civil union or marriage to any persons presently employed by the City? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, list name(s) and relationship(s):			
Where did you hear about this job opening? <input type="checkbox"/> Relative <input type="checkbox"/> Friend/Relative <input type="checkbox"/> Website <input type="checkbox"/> City Employee <input type="checkbox"/> Walk In <input type="checkbox"/> Other _____ <input type="checkbox"/> Newspaper Ad in _____			Are you at least 18 years of age? <input type="checkbox"/> YES <input type="checkbox"/> NO If not, provide date of birth: ____/____/____		
In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire Are you currently authorized to work in the U.S. on a full-time basis?? <input type="checkbox"/> YES <input type="checkbox"/> NO					
Having read the job announcement, or been informed about the requirements of the job for which you are applying, are you capable of performing in the essential functions of the job, with or without reasonable accommodations? <input type="checkbox"/> YES <input type="checkbox"/> NO					
PERSON TO BE NOTIFIED IN CASE OF EMERGENCY					
NAME:			ADDRESS:		PHONE:

EDUCATION AND TRAINING

	School Name & Address	Graduate?	Type of degree or Diploma	Major Subject(s)
High School		<input type="checkbox"/> YES <input type="checkbox"/> NO		
College		<input type="checkbox"/> YES <input type="checkbox"/> NO		
Other schools/training		<input type="checkbox"/> YES <input type="checkbox"/> NO		

EMPLOYMENT HISTORY

Starting with your most recent employer or volunteer experience, list all jobs and activities including military service and self-employment. Attach additional sheets if necessary.

PRESENT OR LAST EMPLOYER & ADDRESS	Dates employed		Supervisor's Name & Title & Telephone	Reason for Leaving
	From	To		
			Job Title and Duties	

PREVIOUS EMPLOYER & ADDRESS	Dates employed		Supervisor's Name & Title & Telephone	Reason for Leaving
	From	To		
			Job Title and Duties	

PREVIOUS EMPLOYER & ADDRESS	Dates employed		Supervisor's Name & Title & Telephone	Reason for Leaving
	From	To		
			Job Title and Duties	

PREVIOUS EMPLOYER & ADDRESS	Dates employed		Supervisor's Name & Title & Telephone	Reason for Leaving
	From	To		
			Job Title and Duties	

SPECIAL SKILLS, QUALIFICATIONS, AND ADDITIONAL INFORMATION RELEVANT TO THIS POSITION

REFERENCES

List the name and telephone number of three references who are neither related to you nor a supervisor listed under employment history.

Name	Address	Relationship	Phone #

CERTIFICATION: By signing below, I certify that all answers given herein are true and correct to best of my knowledge. In the event of employment, I understand that false or misleading information given in my application or interview may result in discharge. I understand and agree that if hired, my employment is for no definite period and I may be terminated at any time without any prior notice. Unless specifically agreed to in writing by the City Manager or pursuant to a collective bargaining agreement, all employment is "at-will." I agree to comply with all the rules, regulations and employment practices of the City of Rehoboth Beach. I understand that any offer of employment may be contingent upon the results of a reference and background check, physical, drug/alcohol, or other pre-employment testing.

Applicant's signature

Date