

CITY OF COLEMAN
EMPLOYMENT APPLICATION

(USE INK ONLY)

NAME (PRINT) _____
(Last) (First) (Middle)

Applications for Posted Positions ONLY
(When completing your application form, indicate which position you are applying for)

PLEASE, DO NOT PUT “ANY” OR “OPEN”.

In completing and signing this application for employment, I understand that misrepresentation or omission of facts is cause for cancellation of this application or separation from the City’s service if I am employed. I agree that the City shall not be liable in any respect if my employment is terminated because of the falsity of statements, answers or omissions made by me on this application.

In connection with my application for employment, or if I am offered employment, at any time during my employment, the City may conduct an investigation of me as part of the process of considering my candidacy as an employee or as deemed necessary during my employment. I understand that the investigative report may include among other things, information as to my character, general reputation, criminal history, personal characteristics, and previous employment history. This information may be obtained by contacting, among others, my previous employers or references supplied by me. I hereby release from all liability or damages the City of Coleman and those individuals, corporations or organizations who provide such information. I understand any such information provided shall become the exclusive property of the City of Coleman.

All employees of the City of Coleman are employees at will and, as such, are free to resign at any time. The City of Coleman also retains the right to terminate any employee’s employment at any time.

This application is current for ninety (90) days. At the conclusion of this time, if I have not heard from the City of Coleman and still wish to be considered for employment, it will be necessary for me to fill out a new application.

Signature _____

Date _____