



**EMPLOYMENT HISTORY**  
**(Please list most recent first)**

Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
Phone Number: (\_\_\_\_) \_\_\_\_\_ Supervisor Name: \_\_\_\_\_  
Employment Dates: From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Rate of Pay: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
Phone Number: (\_\_\_\_) \_\_\_\_\_ Supervisor Name: \_\_\_\_\_  
Employment Dates: From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Rate of Pay: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

Employer Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
Phone Number: (\_\_\_\_) \_\_\_\_\_ Supervisor Name: \_\_\_\_\_  
Employment Dates: From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Rate of Pay: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

**MILITARY SERVICE RECORD**

Have you ever served in the US Armed Forces?  Yes  No If yes, which branch? \_\_\_\_\_  
Are you currently active?  Yes  No Dates of duty: From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_  
Rank at discharge: \_\_\_\_\_ Type of discharge: \_\_\_\_\_

**REFERENCES**  
**(Do not use relatives)**

	Name	Address	Phone	Years Known
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

**AGREEMENT BY APPLICANT**  
**(Please read carefully)**

I understand that the City of Greenwood may conduct or authorize another to conduct an investigation into my financial or credit history, personal background or mode of living. Should such an investigation be undertaken, I am entitled, upon written request, to receive a copy of any investigative report as a result thereof. I certify that all statements I have made on this application are true and correct, and I understand that any false statements may result in denial of employment or termination of my employment if I have already been hired. I authorize the City to conduct investigations it deems appropriate to verify the statements I have made in this application and I hereby request my former employers/their representative to release all information in their possession, which the City may deem relevant to my application for employment. In exchange for consideration of my application, I also agree to release and hold harmless both the City and any former employer/representative from any liability, which they may incur in connection with the release of such information.

I agree to submit to a physical and medical examination by physicians designate by the City and also agree to submit to further examinations and testing as the City may require. I agree that the City may disclose to its managers, agents, and others, as it reasonable deems necessary, the information gathered during any such examination, test or investigation. I agree to this examination only after I am offered employment, and understand that the test is limited to determining my ability to perform the essential functions of the job position I have been offered. I understand that I will be subject to testing for use of drugs/alcohol pursuant to the City's drug and alcohol testing policy, which includes pre-employment testing, and I expressly consent to such testing.

I also understand that, unless sometime in the future I enter into a specific, written employment contract with the City, the employment relationship between the City and me is freely terminable at the will of either party. I understand that the City is free to revoke its policies, rule and procedures at any time, and I agree that nothing in the City's policies, rules, or procedures are to be construed as a promise or guarantee of employment or continued employment or benefits. I further understand that this application will be given active consideration for only forty-five (45) calendar days and that I may thereafter apply again if I wish to receive continued consideration. I have read and I understand and agree to the foregoing.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date (mm/dd/ccyy)

*The City of Greenwood, Mississippi is an equal opportunity employer and does not discriminate on the basis of race, color, sex, national origin, religion, age, equal pay, disability, or genetic information.*