

Employment Experience (professional resume can substitute the following information)

Start with your current or most recent job. Attach additional pages if necessary. All sections must be completed.

Please describe the duties you have performed which demonstrate the knowledge, skills and abilities to perform the duties of which you are applying.

Employer	Dates Employed (MM/YYYY)	
	From	To
Address (<i>Street, City, State, Zip</i>)		
	Starting Salary	Ending Salary
Telephone Number		
Job Title	Supervisor	
Duties and Responsibilities:		
Reason for leaving:		

Employer	Dates Employed (MM/YYYY)	
	From	To
Address (<i>Street, City, State, Zip</i>)		
	Starting Salary	Ending Salary
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	Starting Salary	Ending Salary
Telephone Number		
Job Title	Supervisor	
Duties and Responsibilities:		
Reason for leaving:		

Education

Do you have a high school diploma, GED Certificate or equivalent?

yes

no

College	City, State	Course of Study	Years Completed	Degree
Graduate School	City, State	Course of Study	Years Completed	Degree
Other (please specify military, business, trade)	City, State	Course of Study	Years Completed	Degree or Certificate Earned

Training and Other Qualifications

Please list any training which you have received which may be relevant to the city position for which you are applying.

Additional Information

Specialized Skills: Check any of the following that you are proficient in

Computer Software _____

Ohio Peace Officer Certified

Office Equipment _____

CDL

Heavy Equipment _____

Typing _____ wpm

EMS: Certification # _____ Level: _____

FIRE: Certification # _____ Level: _____

Summarize other special skills and qualifications you possess which are related to the position applied for:



1791 Harshman Road, Riverside, OH 45424

www.riverside.oh.us

Permission for release of information for personal history evaluation for employment with the City of Riverside

I hereby give my permission for authorized representatives of the City of Riverside to conduct an investigation/inquiry of my background, including education, employment, credit, military record and any other factors which representatives may deem proper and necessary subjects of investigation/inquiry in order to properly assess my character, reputation and background in connection with my application for employment with the City of Riverside.

I give my permission for any person, business or institution contacted in the course of such investigation/inquiry to release any and all information properly requested, and copies of same if requested, and do hereby release any such person, business or institution for all liability for providing correct, documented and truthful information.

(Applicant Signature)

(Print Name)

Social Security Number: _____ - _____ - _____

Witness: _____
(Signature and Title)

(Print Name and Title)