



## APPLICATION FOR EMPLOYMENT

We are happy to see that you are interested in employment with the City of Crete. Please complete the below application to be considered. All information contained or connected to this application will be considered personal and confidential and will only be used for this application process. You are encouraged to supply a resume or other additional information to assist us in evaluating your qualifications.

### ***Application Information***

Position you are applying for: \_\_\_\_\_

Employment type: (check one)    \_\_\_ Permanent    \_\_\_ Temporary    \_\_\_ Part-time    \_\_\_ Seasonal

Desired Salary or Hourly Wage: \$ \_\_\_\_\_ Date Available for work: \_\_\_\_\_

### ***Personal Information***

Name: \_\_\_\_\_

(Last)                      (First)                      (M.I.)

Permanent Address: \_\_\_\_\_

(Street)                      (City)                      (State)

Home Phone Number: \_\_\_\_\_ Cell Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Do you have a valid driver's license? (check one)    Yes \_\_\_    No \_\_\_

Are you eligible for employment in the US? (check one)    Yes \_\_\_    No \_\_\_

Referred by: (Newspaper, agency, employee, other) \_\_\_\_\_

**Describe your background relevant to this position:**

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**Personal Reference/Emergency Contact**

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(Name) (Phone) (Relationship to Applicant)

**Reference Check Data**

Is any additional informational relative to change of name, use of an assumed name or nick-name necessary to enable a check on your educational record or previous employment record? (check one) Yes \_\_\_ No \_\_\_

If yes, please list. \_\_\_\_\_

If offered a position, I authorize the City of Crete to conduct a criminal record check to determine any criminal record and to verify the information contained in this application. I agree to sign any and all documents that may be necessary for said criminal records check.

I hereby certify that all answers to the above questions are true and I agree and understand that any false statements contained in this application may cause rejection of this application or termination of employment.

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Signature Date

**Please return completed application to:**  
City of Crete  
ATTN: Human Resources  
243 E 13th St.  
Crete, NE 68333