Application For Employment
Village of Highland Hills
Highland Hills, Ohio 44122
216-283-3000

Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a resume.

Personal Information

Name

Date of Application

Address	City	State	Zip

Phone Number	Mobile Number	Email Address

Are You A U.S. Citizen?

Yes ☐   No ☐

If Selected For Employment Are You Willing To Submit to a Pre-Employment Drug Screening Test?

Yes ☐   No ☐

Have you ever filled out an application with us before?

Have you ever been employed with us before?

Are you currently employed?

May we contact you present employer?

What is your desired salary range? _____

Position

Position You Are Applying For	Available Start Date	Desired Pay

Employment Desired

☐ Full Time   ☐ Part Time   ☐ Seasonal/Temporary

Education

	Name and Address of School Name	Course of Study	Number of Years Completed	Diploma Degree
High School				
Undergraduate				
Graduate				
Other				

Employment History

Employer (1)	Job Title		Dates Employed
Work Phone	Work Performed		Ending Pay Rate
Address	City	State	Zip
Employer (2)	Job Title		Dates Employed
Work Phone	Work Performed		Ending Pay Rate
Address	City	State	Zip
Employer (3)	Job Title		Dates Employed
Work Phone	Work Performed		Ending Pay Rate
Address	City	State	Zip

References

Name	Title	Company	Phone

Specialized Skills (Equipment Operated, Technology, License, Software etc.)

Signature Disclaimer

I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Name (Please Print)	Signature
Date	For Human Resources Department: Date Employment begins _____ Salary_____ _____ _____ Name Title

We consider applications for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, sexual orientation, citizenship status, genetic information, or any other legally protected status.