

VILLAGE OF SHOREWOOD

APPLICATION FOR EMPLOYMENT

3930 N. Murray Avenue
Shorewood, Wisconsin 53211



Instructions for Applicant:

1. Type responses or print responses in blue or black ink.
2. Please respond to all questions. Credit may not be given for incomplete information.
3. Date and sign where required.

Title of Position Applying For: _____ **Date:** _____

APPLICANT INFORMATION

Last Name First Name MI Any other names by which you have
been known on official records.

Address Number and Street City and State Zip

Contact Phone Number Alternate Phone Number

Email Address Driver's License Number (*required for DPW positions*)

GENERAL INFORMATION

Are you 18 years of age or older? Yes No

Are you eligible to work in the United States? Yes No

Have you ever applied for employment with the Village of Shorewood? Yes No

If so, what position(s): _____

Have you ever been employed with the Village of Shorewood? Yes No

If so, what position(s): _____

Are any of your relatives presently employed with the Village of Shorewood? Yes No

If so, please provide name and relationship: _____

Do you have a valid driver's license? Yes No

Do you have a Class B CDL (only answer if position applying for requires it)? Yes No

GENERAL INFORMATION (continued...)

Have you been convicted of a crime other than minor traffic violations? Yes No

If yes, please list below the charge and date of conviction. Feel free to provide additional explanation if needed. Convictions are not an automatic bar to employment but are reviewed in relation to the job applied for. Convictions not reported may be cause for discharge. Your conviction record will be forwarded to the Shorewood Police Department.

Charge(s)	Date	Additional Explanation
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Are any criminal charges or proceedings pending against you? Yes No

Have you ever been discharged from any employment or asked to resign? Yes No

If yes, please explain: _____

Are you currently employed? Yes No

If yes, may we contact your present employer for references? Yes No

Type of employment you desire: Full-time Part-time Temporary Seasonal

What is the first date you would be available to start: _____

If awarded the job, what is the hourly wage that you desire? _____

How did you hear about this position (check all that apply)?

- | | |
|---|--|
| Village of Shorewood website | Neighbor / Friend / Family / Colleague |
| League of Wisconsin Municipalities website | Civic Info Kiosk in the Village Center |
| Village of Shorewood Manager's Memo | Village of Shorewood Facebook page |
| Online Job Posting Website – If yes, which website: | _____ |
| Association or Organization page – If yes, which website: | _____ |

EDUCATION AND TRAINING

High School

Name of School	Graduation Date	Years Attended	GPA
Address			City/State
Graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Have you passed a high school equivalency or G.E.D. test:		Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>

College/University

Name of School	Graduation Date	Years Attended	GPA
Address			City/State
Graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Degree	Major(s)	Minor(s)	

College/University

Name of School	Graduation Date	Years Attended	GPA
Address			City/State
Graduate? Yes <input type="checkbox"/> No <input type="checkbox"/>			
Degree	Major(s)	Minor(s)	

Have you had any job-related training in the United States Military? Yes No

If so, please describe: _____

Please include any specialized training, apprenticeships, certifications, licenses or other skills you possess that relate to the position that you are applying for:
