

# Application For Employment

City of Flandreau  
1005 W. Elm Avenue  
Flandreau, SD 57028  
Ph: (605) 997-2492

We are an Equal Opportunity  
Employer committed to excellence  
through diversity.

Please print or type.  
Submit applications to the City  
Office or e-mail to:  
[cohlturnquist@cityofflandreau.com](mailto:cohlturnquist@cityofflandreau.com)



## Personal Information

Name

Address		City	State	Zip
Phone Number	Mobile Number	Email Address		
Are You A U.S. Citizen? Yes <input type="checkbox"/> No <input type="checkbox"/>		Are you under the age of 18 years old? Yes <input type="checkbox"/> No <input type="checkbox"/>		

Are you legally eligible to be employed in the United States?

Yes  No

## Position

Position You Are Applying For	Available Start Date
Employment Desired <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal/Temporary	

## Education

School Name	Location	Years Attended	Degree Received	Major

## References — please list three (3)

Name	Title	Company	Phone

## Employment History -- begin with most recent position

May we contact your current or most recent employer regarding your qualifications?

Yes

No

If no, please explain why:

<b>Employer (1)</b>	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

Reason for leaving:

Brief description of duties:

<b>Employer (2)</b>	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

Reason for leaving:

Brief description of duties:

<b>Employer (3)</b>	Job Title		Dates Employed
Work Phone	Starting Pay Rate		Ending Pay Rate
Address	City	State	Zip

Reason for leaving:

Brief description of duties:

## Other General Information

Do you have a valid driver's license?

*A valid driver's license is a job-related requirement of some positions with the City of Flandreau.*

Yes

No

Do you have a valid commercial driver's license?

*A valid commercial driver's license is a job-related requirement of some positions with the City of Flandreau.*

Yes

No

List any volunteering, training, or paid employment (not included in Employment History) which relates to the position for which you are applying:

Please explain any lapses of employment which are longer than three (3) months:

Have you been convicted of a felony?

*Criminal convictions are not an absolute bar to employment but are considered in relation to specific job requirements.*

Yes

No

If yes, please list charge, disposition, and a brief comment about how you perceived the incident:

Can you work normal work hours (7:00 am – 4:00 pm or 8:00 am – 5:00 pm, depending on the position), overtime, and occasional Saturday and Sundays?

Yes

No

How did you hear about employment opportunities with the City of Flandreau?

## Authorization

I hereby give the City of Flandreau the right to investigate my past employment, education, and activities. I release from all liability all persons, companies, and corporations who supply such information. I indemnify City of Flandreau against any liability that might result from such investigation. I understand that any false answer or statements or implications I might make in this application, or in any other required document, shall be considered sufficient cause to deny employment, or discharge, if already employed.

Initial: \_\_\_\_\_

I also understand that nothing contained in this application or in the granting of an interview is intended to create an employment contract between City of Flandreau and myself for employment or for any benefit. I have received no promises regarding employment and I understand that no such promise or guarantee is binding on City of Flandreau, unless made in writing. If an employment relationship is established, I understand that I have the right to terminate my employment at any time and that City of Flandreau has a similar right.

Initial: \_\_\_\_\_

I understand that I must be able to perform the essential functions of my prospective job duties, either with or without a reasonable accommodation. I agree to undergo any lawful examinations, including a physical examination.

Initial: \_\_\_\_\_

In the event that I am hired, I will abide by all of the City's rules, regulations, policies and practices and understand that these may be changed from time to time as the discretion of the City of Flandreau.

Initial: \_\_\_\_\_

## 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: