

City of Cibolo
Employment Application



Human Resources Department
200 South Main Street
Cibolo, TX 78108
Website: www.cibolotx.net
Phone: 210-658-9900 Fax: 210-658-1687

The City of Cibolo is a drug free workplace
and an Equal Opportunity Employer

Position Desired

Applicant Must Complete

Position Desired: _____ Date Available: _____

Type of Employment Desired: Part Time Full Time

Personal Information

Please note: Print in ink or type. Complete all sections.

Last Name: _____ First Name: _____ M.I. _____

Street Address: _____ City: _____ State/Zip _____

Home Phone: () _____ Alternate Phone: () _____

E-mail Address: _____

Do you have a valid TX Driver's License? Yes No Class: _____ CDL? Yes No

Driver's license number: _____ Expiration date: _____

Has your driver's license ever been _____ If yes, explain:
Revoked or suspended?
Yes _____ No _____

Do you have relatives working for or holding an elective office for the City of Cibolo? Yes No If Yes- Employee's Name _____

Have you ever served in the military? Yes No If yes what Branch? _____

What type of Discharge did you receive? _____

Do you have the legal right to obtain employment in the United States? Yes No

Can you perform the essential functions and responsibilities of the position
for which you are applying? Yes No
If not, explain: _____

Do you require any special accomodation to perform required duties? Yes No
If yes, explain: _____

Have you ever worked for the City of Cibolo? Yes No
If so, give date(s) of employment and position(s) held: _____

Do you speak any other language(s)? Specify _____

List any current licenses, certifications, or registrations required for the position for which you are applying. Include date received.

Education & Skills

Level of education completed: High School GED College 0-3 yrs Degree : Assoc Bachelor Masters
 If degree, specify major:

Software Applications:

Typing WPM:

School Name and Location	Month and Year Attended	Credits Earned			Major	Type of Degree Awarded	Year degree received
		Quarter	Semester	Other (Specify)			
1	From /						
	To /						
2	From /						
	To /						
3	From /						
	To /						
4	From /						
	To /						
5	From /						
	To /						

Experience

List last 5 years of work experience

From: / To: / Beginning Salary \$ Ending Salary \$

Name of Employer: May we contact? Yes No

Address: City: State/Zip:

Supervisor's Name: Phone Number: ()

Title and Duties Performed:

Reason for Leaving:

Experience

From: / To: / Beginning Salary \$ Ending Salary \$

Name of Employer: May we contact? Yes No

Address: City: State/Zip:

Supervisor's Name: Phone Number: ()

Title and Duties Performed:

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Experience

From: / To: / Beginning Salary \$ Ending Salary \$

Name of Employer: May we contact? Yes No

Address: City: State/Zip:

Supervisor's Name: Phone Number: ()

Title and Duties Performed:

Reason for Leaving:

Convictions

Please list all convictions civilian or military including traffic violations. If none, then state none.

Convictions: Dates:

Explanations

Agreement

Agreement of Applicant:

I, the undersigned, do hereby certify that all statements in this application and accompanying materials are true and I agree and understand that my misrepresentation or deliberate omission of a material fact may be justification for termination or refusal of employment. I authorize the City of Cibolo to release information as necessary to verify statements made in this application and/or accompanying materials. I also authorize the employers, schools, or persons named above to give any additional information regarding my qualifications and character. I do hereby release information providers from any and all liability incurred as a result of furnishing such information. Information related to this application will remain confidential. If offered a position, I further agree to submit to a job-related medical examination (which will be treated as confidential) by an authorized physician and/or fingerprinting, as a condition of employment. I further agree to furnish proof of either citizenship or legal right to work in the US.

Employment with the City of Cibolo is at-will, and may be terminated at any time by either party.

Signature

Date

Print Name