



BASIC EMPLOYMENT APPLICATION

Equal Employment Opportunity

It is the policy of the Village of Ottawa Hills to grant equal employment opportunity to all qualified persons without regard to race, creed, color, sex, age, national origin, religion, physical or mental handicaps, or veteran status to deny ones contribution to our efforts because he or she is a member of a minority group is an injustice, not only to the individual but to the Village of Ottawa Hills. It is the intent and desire of the Village of Ottawa Hills that equal employment opportunity will be provided in employment, promotions, wages, benefits and all other privileges, terms and conditions of employment.

PERSONAL

Position Desired	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Date
Last Name	First Name	Middle
Home Phone ()		
Street Address		Business Phone ()
City, State, Zip		Social Security Number
Are you legally eligible for employment in the United States?		When available to work
Special training or skills (languages, machine operation, etc.)		

EDUCATION

SCHOOL	NAME/LOCATION	COURSE OF STUDY	# OF YEARS COMPLETED	GRADUATE	DEGREE/DIPLOMA
College				Yes <input type="checkbox"/> No <input type="checkbox"/>	
High				Yes <input type="checkbox"/> No <input type="checkbox"/>	
Other				Yes <input type="checkbox"/> No <input type="checkbox"/>	

MILITARY

Complete if you served in the U.S. Armed Forces

Describe your duties and any special training	Branch of Service
	Period of Active Duty (Month & Year) From To
	Rank at Discharge
	Date of Final Discharge (Month & Year)

