



City of Wahpeton
1900 4th St. N. Wahpeton, ND 58075
www.wahpeton.com 701.642.8448

Employment Application (pdf fillable)

Applicant Information

Full Name: Last First M.I. Date of Birth:

Address: Street Address Apartment/Unit #
City State ZIP Code

Phone: Email

Date Available: Social Security No.: Desired Salary:\$

Position Applied for:

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO

Have you ever worked for the city? YES NO If yes, when?

Do you have a commercial driver's license? YES NO

Education

High School:

Did you graduate? YES NO Diploma:

College:

Did you graduate? YES NO Degree:

Specialized Training (Please describe below)

Empty box for specialized training description



### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

### Disclaimer and Signature

*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.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicants must submit a completed job application by 5:00 p.m. on the posted closing date. Applicants who are residents of North Dakota eligible to claim veteran's preference must also include form DD 214 showing character of service. Claims for disabled veteran's preference must also attach a current statement of disabled status, less than one year old, from the U.S. Department of Veterans Affairs.

Persons needing more information, accommodation, or assistance in the application or interview process should contact City Hall at 701-642-8448.

The City of Wahpeton is an Equal Opportunity Employer. The City of Wahpeton does not discriminate on the basis of race, color, national origin, sex, genetics, religion, age or disability in employment or the provisions of services and complies with the provisions of the North Dakota Human Rights Act.

### Background Check Authorization

I, (Name:) \_\_\_\_\_ understand that by signing this form, I am giving the City of Wahpeton full consent to conduct a criminal background check. I also understand that it is necessary if I wish to meet all of the criteria for a career at the City of Wahpeton, and that a successful background check is not a guarantee of employment.

I agree that the City of Wahpeton may contact my references, previous employers, and any applicable third party to confirm all of the details that have been included in my application.

If less than three years at above address, please include previous address:

Driver's License No. \_\_\_\_\_ State of Issuance: \_\_\_\_\_

Have you ever been convicted of a felony? YES NO  
  Date of Birth: \_\_\_\_\_

I authorize, without any reservations, any party or agency contacted to furnish the aforementioned information to the City of Wahpeton, North Dakota. With regard to the following disclosures, I hereby agree to release any person, company, governmental agency or other entity from any and all causes if action that otherwise might arise from supplying the information it may request, I further release the City of Wahpeton, its officers, employees, and agents, both in their official and personal capacities, from any and all legal liability for damages that result from the use or disclosure of such information.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_