

# CITY OF COKATO

## Employment Application



APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
Date Available	Position	Desired Salary	
Are you 18 years of age or older?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If not, are you at least 16 years of age?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Are you authorized to work in the U.S.?	YES <input type="checkbox"/> NO <input type="checkbox"/>		
Have you ever worked for this City?	YES <input type="checkbox"/> NO <input type="checkbox"/>	If so, when?	

EDUCATION			
High School	Address		
Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree	Date of Degree	
College	Address		
Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree	Date of Degree	
Other	Address		
Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree	Date of Degree	
Awards, Certificates or Special Training:			

REFERENCES		
<i>Please list three professional references.</i>		
Full Name	Business	Relationship
Address	Phone ( )	
Full Name	Business	Relationship
Address	Phone	
Full Name	Business	Relationship
Address	Phone ( )	

PREVIOUS EMPLOYMENT			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities		Years Employed	
Reason for Leaving			
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities		Years Employed	
Reason for Leaving			
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities		Years Employed	
Reason for Leaving			
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

DISCLAIMER AND SIGNATURE	
<p><b>Data Privacy Notice</b></p> <p>The City of Cokato is asking you to provide information which includes private information under the Minnesota Government Data Practices Act (MGDPA). This data will be used in connection with your employment application, and if hired, will become part of your personnel record.</p> <p>You are not legally required to provide the information requested. However, the City of Cokato may not be able to process your employment application if you do not provide sufficient information.</p> <p>With some exceptions, unless you consent to further release of private information, access to this information will be limited to individuals whose jobs reasonably require access to this information, or to state or federal agencies that are legally entitled to the information, and only upon their specific request for the information.</p> <p><b>I certify that my answers are true and complete to the best of my knowledge.</b></p> <p><b>I authorize investigation of all statements on the application. I understand that misrepresentation or omission of facts called for is cause for dismissal at any time.</b></p>	
Signature	Date