

**TOWN OF BROOKNEAL**  
P. O. BOX 450, BROOKNEAL, VA 24528

**EMPLOYMENT APPLICATION**  
AN EQUAL OPPORTUNITY EMPLOYER

Position applied for: \_\_\_\_\_ Social Security # \_\_\_\_\_

Name \_\_\_\_\_  
(Last) (First) (Middle)

Address \_\_\_\_\_ Home Phone \_\_\_\_\_

**EDUCATION**

High School \_\_\_\_\_ Graduation date \_\_\_\_\_ Grade complete \_\_\_\_\_

College \_\_\_\_\_ Graduation date \_\_\_\_\_ Degree \_\_\_\_\_

High School Equivalency Program completion Yes \_\_\_\_\_ Date \_\_\_\_\_ No \_\_\_\_\_

Other education or training \_\_\_\_\_

**EXPERIENCE** – List jobs starting with most recent, attach additional sheets if necessary.

Job title \_\_\_\_\_ Duties \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

Type of business \_\_\_\_\_

Supervisor \_\_\_\_\_ Title \_\_\_\_\_

Salary \_\_\_\_\_ per \_\_\_\_\_ Equipment used \_\_\_\_\_

Dates employed \_\_\_\_\_

Reason for leaving \_\_\_\_\_



Job title \_\_\_\_\_ Duties \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

Type of business \_\_\_\_\_

Supervisor \_\_\_\_\_ Title \_\_\_\_\_

Salary \_\_\_\_\_ per \_\_\_\_\_ Equipment used \_\_\_\_\_

Dates employed \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Job title \_\_\_\_\_ Duties \_\_\_\_\_  
 Employer \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_ Phone \_\_\_\_\_  
 Type of business \_\_\_\_\_  
 Supervisor \_\_\_\_\_ Title \_\_\_\_\_  
 Salary \_\_\_\_\_ per \_\_\_\_\_ Equipment used \_\_\_\_\_  
 Dates employed \_\_\_\_\_  
 Reason for leaving \_\_\_\_\_

**LICENSES, CERTIFICATIONS, SKILLS**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**REFERENCES**

| <u>Name</u> | <u>Address</u> | <u>Phone</u> | <u>Relationship</u> |
|-------------|----------------|--------------|---------------------|
| _____       | _____          | _____        | _____               |
| _____       | _____          | _____        | _____               |
| _____       | _____          | _____        | _____               |

Availability for work: \_\_\_\_\_

The Town of Brookneal encourages all qualified applicants to apply for any position, and does not discriminate in employment decisions. The Town is operated on a nondiscriminatory basis with regards to race, color, national origin, religion, sex, familial status, age, or handicap. Complaints of discrimination may be sent to the U.S. Secretary of Agriculture, Washington, D.C. 20250.

Your signature on this application certified your belief that you can perform the job as described in the job description. Further, by your signature you give the Town of Brookneal permission to verify information on this application, to contact former employers, educational institutions, and references, to check your driving record, to do a criminal background check, and to do a credit check. Any falsification on this application may lead to your not being hired, or if discovered, subsequently your dismissal.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

You may attach a resume, documentation of qualifications, or any written expansion of the material on this application if you chose.