

City of Summerset

7055 Leisure Lane  
Summerset, SD 57718

Phone: 605-718-9858  
Fax: 605-718-9883

# Employment Application

**EQUAL  
OPPORTUNITY  
EMPLOYER**

**Personal Information**

Last		First		MI	Email	
Street Address	City		St	Zip	Home Phone	Mobile Phone
Are you entitled to work in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No			Are you 18 or older? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Have you been convicted of a felony or been incarcerated in connection with a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No			If yes, please explain:			
Military Service? <input type="checkbox"/> Yes <input type="checkbox"/> No			Branch		Are you a veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No	
What position are you applying for?			How did you hear about this position?			
Expected Hourly Rate	Expected Weekly Earnings		Date Available			

**Previous Employment**

	Current or Most Recent	Prior	Prior
Employer			
Address			
Phone			
Name of Immediate Supervisor			
Position/Job Title			
Dates of Employment	From To	From To	From To
Pay			
Reason for Leaving			
May We Contact For Reference?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Education**

Name/Location	Last Year Complete	Did you graduate?	Degree
High School	9 10 11 12	<input type="checkbox"/> Yes <input type="checkbox"/> No	
College/University	1 2 3 4	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Trade School		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Other		<input type="checkbox"/> Yes <input type="checkbox"/> No	
List any applicable special skills, training or proficiencies.			

**Professional References**

	Reference 1	Reference 2	Reference 3
Name			
Relationship/Company			
Address			
Telephone			

Disclaimer - By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being hired or lead to my dismissal if hired. I also provide consent for former employers to be contacted regarding work records.

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

This is a non-exempt, full-time benefitted position and is eligible for veterans' preference. The City of Summerset offers health, dental, and life insurance, paid leave benefits, and retirement benefits. The position is a member of Class A retirement under the South Dakota Retirement System.

*The City of Summerset is an Equal Opportunity Employer (EEO) that does not discriminate on the basis of actual or perceived characteristics protected by applicable federal, state, or local laws.*

*Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

### **Invitation for Job Applicants to Self-Identify as a U.S. Veteran**

- A “disabled veteran” is one of the following:
  - a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or
  - a person who was discharged or released from active duty because of a service-connected disability.
- A “recently separated veteran” means any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval, or air service.
- An “active-duty wartime or campaign badge veteran” means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.
- An “Armed forces service medal veteran” means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

### **Veteran status**

- I IDENTIFY AS ONE OR MORE OF THE CLASSIFICATIONS OF PROTECTED VETERAN LISTED ABOVE.
- I AM NOT A PROTECTED VETERAN
- I DON'T WISH TO ANSWER