



# Employment History

List your last four (4) employers, assignments or volunteer activities, starting with the most recent, including military experience. Explain any gaps in employment in the comments section below.

Current Employer	Telephone ( )	<b>Dates Employed</b>		<b>Summarize the nature of the work performed and job</b>
		<b>From</b>	<b>To</b>	
Address				
Job Title				
		<b>Salary Starting</b>		
Immediate Supervisor and Title		\$	per	
Reason for Leaving				
		<b>Salary Final</b>		
May we contact for reference? Yes <input type="checkbox"/> No <input type="checkbox"/> Later <input type="checkbox"/>		\$	per	
Employer	Telephone ( )	<b>Dates Employed</b>		<b>Summarize the nature of the work performed and job</b>
		<b>From</b>	<b>To</b>	
Address				
Job Title				
		<b>Salary Starting</b>		
Immediate Supervisor and Title		\$	per	
Reason for Leaving				
		<b>Salary Final</b>		
May we contact for reference? Yes <input type="checkbox"/> No <input type="checkbox"/> Later <input type="checkbox"/>		\$	per	
Employer	Telephone ( )	<b>Dates Employed</b>		<b>Summarize the nature of the work performed and job</b>
		<b>From</b>	<b>To</b>	
Address				
Job Title				
		<b>Salary Starting</b>		
Immediate Supervisor and Title		\$	per	
Reason for Leaving				
		<b>Salary Final</b>		
May we contact for reference? Yes <input type="checkbox"/> No <input type="checkbox"/> Later <input type="checkbox"/>		\$	per	
Employer	Telephone ( )	<b>Dates Employed</b>		<b>Summarize the nature of the work performed and job</b>
		<b>From</b>	<b>To</b>	
Address				
Job Title				
		<b>Salary Starting</b>		
Immediate Supervisor and Title		\$	per	
Reason for Leaving				
		<b>Salary Final</b>		
May we contact for reference? Yes <input type="checkbox"/> No <input type="checkbox"/> Later <input type="checkbox"/>		\$	per	

Comments (including explanation of any gaps in employment) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Educational Background

- A. List last three (3) schools attended, starting with most recent. B. List number of years completed.  
 C. Indicate degree or diploma earned, if any. D & E. Major and minor field of study (if applicable).

A. School	B. Years Completed	C. Degree Completed	D. Major	E. Minor

**Skills and Qualifications** - Summarize any training, skills, licenses, certificates, etc. that may qualify you as being able to perform job-related functions of the position for which you are applying.

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**References** - List name and telephone number of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal references who are not related to you.

Name	Telephone	Years Known
	( )	
	( )	
	( )	

List professional, trade, business, or civic associations and any offices held. (Exclude memberships which would reveal gender, race, religion, national origin, age, color, disability or other protected status.)

Organization	Offices Held

List special accomplishments, publications, awards, (exclude information which would reveal gender, race, religion, national origin, age, color, disability or other protected status.)

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List any additional information you would like us to consider, hobbies? \_\_\_\_\_

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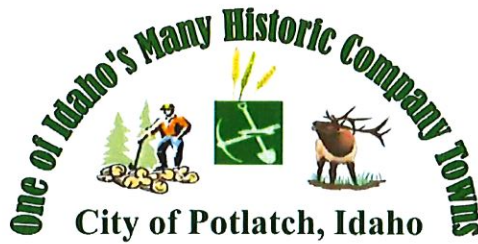


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P.O. Box 525 – Potlatch, ID 83855 – (208) 875-0708

It is understood and agreed upon that any misrepresentation by me on this application will be sufficient cause for cancellation of this application and/or separation from the City of Potlatch's service if I have been employed.

I give the City of Potlatch the right to investigate all references and to secure additional information about me, if job-related. I hereby release from liability the City of Potlatch and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.

The City of Potlatch is an Equal Opportunity Employer. The City of Potlatch does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by local, state or federal law.

This application is current for only 60 days. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary to fill out a new application.

I understand it is the City's policy not to refuse to hire a qualified individual because of this person's need for an accommodation that would be required by the ADA.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**All applicants will be notified following the review of all applications.  
Please do not call to find out if you have been selected for an interview.**