

**CITY OF DAINGERFIELD EMPLOYMENT APPLICATION**

Equal Opportunity, Reasonable Accommodation Employer  
 Minority, Female, Disabled

**Mailing Address:**  
 101 Linda Drive  
 Daingerfield, Texas 75638  
 Phone: (903) 645-3906  
 Fax: (903) 645-3263

Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Position Applied For: \_\_\_\_\_ Job Order Number: \_\_\_\_\_

**EDUCATION RECORD** (Optional, unless required for the position for which you are now applying)

For positions which require high school graduation or GED, or a college degree, a copy of the high school diploma/GED certificate or college diploma will be required at the time of interview.

Did you graduate from high school or receive a GED certificate?  Yes  No

SCHOOL NAME	LOCATION	FROM MO/YR	TO MO/YR	HOURS EARNED	DIPLOMA, DEGREE OR CERTIFICATE	MAJOR FIELD OF STUDY
Business/Technical/Vocational 1.				(Clock)		
2.						
College/Universities (Undergraduate) 1.				(Semester)		
2.						
Graduate Schools 1.				(Semester)		
2.						

**LICENSES** (Optional, unless required for the position for which you are now applying)

Driver's License - Circle those that apply For positions which require specific licenses, copies of licenses will be required at the time of interview.

Operators: C M  
 Commercials: A B C Endorsements: T P N H X  
 Expiration Date: \_\_\_\_\_ Number: \_\_\_\_\_

List other current license, certifications, or registrations required for the position for which you are applying. Indicate types and dates received.

**SPECIAL SKILLS/LANGUAGES** (Optional, unless required for the position for which you are now applying)

List any special skills you possess and/or equipment or office machines you can operate.

Typing Test Score: \_\_\_\_\_ WPM Tested by TEC or City of Daingerfield? \_\_\_\_\_ Test Date: \_\_\_\_\_

Languages (Other Than English):  
 1.  Speak  Read  Write 2.  Speak  Read  Write

**OTHER INFORMATION**

If you are a City of Daingerfield employee, what is your employment status?  Regular  Temporary  
 May we contact your present employer?  Yes  No May we contact your former employers?  Yes  No  
 If you are not a current City of Daingerfield employee, have you previously worked for the City  Yes  No When? \_\_\_\_\_  
 Have you been convicted of a crime or have you pled no contest or been granted deferred adjudication within the last ten years?  Yes  No  
 If yes, list all such offense and state date, name of court and disposition. you may omit minor violations for which you paid a fine of \$50 or less.  
 Are you related to any member of the City Council or any person now employed by the City of Daingerfield?  Yes  No If yes, complete next line.  
 Name Department Relationship

# EMPLOYMENT RECORD

Please list all employment or volunteer experience for at least the past 8 years. Begin with your present or last position and work back. Provide sufficient, qualifying experience. Please explain all periods of unemployment exceeding 90 days. Additional Information Sheets are available if needed. You may attach a resume reflecting your employment history in lieu of completing this portion of the application.

Employer: _____	Full-Time <input type="checkbox"/> (+30 hrs/wk)	Position Title: _____
Address: _____	Part-Time <input type="checkbox"/> (-30 hrs/wk)	Ending Salary: _____
City/State: _____	Supervisor's Name: _____	Supervisor's Phone: _____
Start Date _____ <small>Month/Year</small>	End Date _____ <small>Month/Year</small>	Months in this position _____
Describe duties, responsibilities you performed or skills you have required for the position for which you are now applying: _____		

Employer: _____	Full-Time <input type="checkbox"/> (+30 hrs/wk)	Position Title: _____
Address: _____	Part-Time <input type="checkbox"/> (-30 hrs/wk)	Ending Salary: _____
City/State: _____	Supervisor's Name: _____	Supervisor's Phone: _____
Start Date _____ <small>Month/Year</small>	End Date _____ <small>Month/Year</small>	Months in this position _____
Describe duties, responsibilities you performed or skills you have required for the position for which you are now applying: _____		

Employer: _____	Full-Time <input type="checkbox"/> (+30 hrs/wk)	Position Title: _____
Address: _____	Part-Time <input type="checkbox"/> (-30 hrs/wk)	Ending Salary: _____
City/State: _____	Supervisor's Name: _____	Supervisor's Phone: _____
Start Date _____ <small>Month/Year</small>	End Date _____ <small>Month/Year</small>	Months in this position _____
Describe duties, responsibilities you performed or skills you have required for the position for which you are now applying: _____		

Employer: _____	Full-Time <input type="checkbox"/> (+30 hrs/wk)	Position Title: _____
Address: _____	Part-Time <input type="checkbox"/> (-30 hrs/wk)	Ending Salary: _____
City/State: _____	Supervisor's Name: _____	Supervisor's Phone: _____
Start Date _____ <small>Month/Year</small>	End Date _____ <small>Month/Year</small>	Months in this position _____
Describe duties, responsibilities you performed or skills you have required for the position for which you are now applying: _____		

I certify that I have made no misrepresentation in this application and I have not withheld information in my statements and answers to questions. I hereby give my full permission for any and all information in this application to be investigated. I am aware that any misrepresentations may cause my application to be rejected or may cause dismissal if I am hired before such misrepresentations are discovered. I am also aware that my application is subject to Open Records Act (Article 6252 - 17a. V.T.C.S.), and may be released as a public document. I understand that any appointment will be at the discretion of the Department Head concerned, subject to the approval of the City Manager, as prescribed in the City Charter. I understand that any employment will be "at will" which means that the City has no obligation to continue to employ me in the future. I also understand that this application is the property of the City of Daingerfield and will become a part of my personnel file if I am hired.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_