



Employment Application

Mail to : P.O. Box 538
Kremmling, CO 80549-0538
Email: manager@townofkremmling.org
Office: 970.724.3249
In Person: 200 Eagle Ave., Kremmling CO 80459

Applicant Information

Full name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apt/Unit #

City State Zip Code

Phone: _____ Email Address: _____

Position Applied for: _____ Date Available: _____

Type of employment desired (circle): full time/part time/seasonal

Hours of work (per week) desired: _____

	Yes	No
Are you 18 or older?	<input type="checkbox"/>	<input type="checkbox"/>
Are you eligible to work in the United States? Have you ever worked for the Town of Kremmling?	<input type="checkbox"/>	<input type="checkbox"/>
Have you ever been convicted of a felony?	<input type="checkbox"/>	<input type="checkbox"/>

If yes, please explain: _____

If applicable to the position applied for, please list your valid driver's license number and the state in which it was issued.

Number: _____ State: _____ Expiration: _____

Do you have a Commercial Driver's License? Yes No

If YES, indicate the class: _____

Education

Education	Name and Location	Did you Graduate?	Degree, Diploma, Certificate Earned or # of years completed	Major/Minor
High School				
College University				
Graduate or Professional School				
Technical Institutes, Internship, Other				

Professional Licenses and Certifications

List fields of work for which you have been registered, licensed, or certified:

Trade or profession: _____ License #: _____ Expiration date: _____

Trade or profession: _____ License #: _____ Expiration date: _____

Other: _____

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Are you currently serving in the Armed Forces? Yes No

Previous Employment

Company: _____ Phone: _____

Address: _____

Job Title: _____ From: _____ To: _____

Supervisor: _____ May we contact this supervisor? Yes No

Responsibilities:

Reason for Leaving: _____

Company: _____ Phone: _____

Address: _____

Job Title: _____ From: _____ To: _____

Supervisor: _____ May we contact this supervisor? Yes No

Responsibilities:

Reason for Leaving: _____

Company: _____ Phone: _____

Address: _____

Job Title: _____ From: _____ To: _____

Supervisor: _____ May we contact this supervisor? Yes No

Responsibilities:

Reason for Leaving: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge and that intentional misrepresentations or omissions may be cause for the rejection of my application and that if hired I may be released from employment.

I understand that the Town of Kremmling may require me to successfully complete a pre-employment drug and alcohol test as a condition of employment and that continued employment may be based on the successful completion of similar tests.

I understand that the Town of Kremmling may as part of the hiring process request an investigative consumer report from a third-party entity or agency including information concerning my character, general reputation, personal characteristics, credit records, and mode of living. I may make a written request to the Town of Kremmling to provide me with additional information regarding the nature and scope of any such report.

I understand that employment with the Town of Kremmling is "at will" and nothing in the interview or hiring process, this application, or the Town of Kremmling policies are intended to create an employment contract between myself and the Town. Employment may be terminated by either party at any time, for any reason, with or without notice.

Signature: _____ Date: _____