



2950 N.W. Vivion Road Riverside, MO 64150

EMPLOYMENT APPLICATION

NAME (PLEASE PRINT) LAST	FIRST MIDDLE	SOCIAL SECURITY NUMBER ____ - ____ - ____
ADDRESS	CITY STATE ZIP	If you are under 18, what is your date of birth?
TELEPHONE NUMBER ()	ALTERNATE CONTACT NUMBER ()	POSITION YOU ARE SEEKING?

I AM APPLYING FOR: FULL TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> TEMP/SEASONAL <input type="checkbox"/> ON CALL <input type="checkbox"/>				ARE YOU LEGALLY ELIGIBLE TO WORK IN THE UNITED STATES? YES <input type="checkbox"/> NO <input type="checkbox"/>		
I AM AVAILABLE AND INTERESTED TO WORK THE FOLLOWING DAYS/HOURS:						
MONDAY / HOURS	TUESDAY / HOURS	WEDNESDAY / HOURS	THURSDAY / HOURS	FRIDAY / HOURS	SATURDAY / HOURS	SUNDAY / HOURS
Have you ever been convicted of a felony? (A felony conviction is not necessarily a ban to employment. All circumstances will be considered.)						
YES <input type="checkbox"/> NO <input type="checkbox"/> If you answered "yes," please explain:						

EMPLOYMENT RECORD Please state your previous work history, beginning with your most recent experience. May we contact these employers? YES <input type="checkbox"/> NO <input type="checkbox"/>			
COMPANY NAME - CURRENT/MOST RECENT	ADDRESS	PHONE	SUPERVISOR
FROM: TO:	LAST POSITION HELD:	PAY RATE	REASON FOR LEAVING
COMPANY NAME	ADDRESS	PHONE	SUPERVISOR
FROM: TO:	LAST POSITION HELD:	PAY RATE	REASON FOR LEAVING
COMPANY NAME	ADDRESS	PHONE	SUPERVISOR
FROM: TO:	LAST POSITION HELD:	PAY RATE	REASON FOR LEAVING

EDUCATIONAL BACKGROUND			
HIGH SCHOOL	ADDRESS	DID YOU GRADUATE? YES ____ NO ____	STILL ATTENDING? YES ____ NO ____
COLLEGE/TRADE SCHOOL 1. MAJOR/DEGREE	CITY	DID YOU GRADUATE? 1. YES ____ NO ____	STILL ATTENDING? 1. YES ____ NO ____
2.	1.	2. YES ____ NO ____	2. YES ____ NO ____
PLEASE LIST NAMES OF ALL RELATIVES THAT CURRENTLY WORK FOR CITY OF RIVERSIDE:			
MILITARY SERVICE BRANCH:	DATES OF ACTIVE DUTY:	TRAINING RECEIVED:	
HAVE YOU EVER BEEN PREVIOUSLY EMPLOYED BY CITY OF RIVERSIDE? YES <input type="checkbox"/> NO <input type="checkbox"/>		If SO, UNDER WHAT NAME:	

REFERENCES			
NAME	ADDRESS / PHONE NUMBER	KNOWN HOW LONG?	RELATIONSHIP
OMNI EMPLOYMENT MANAGEMENT SERVICES, LLC			

City of Riverside is committed to a drug free work environment

I hereby apply for employment with City of Riverside. I agree to conform to the rules, expectations, and regulations of City of Riverside *I understand that City of Riverside or I may terminate my employment at any time, with or without notice, for any reason.*

I hereby authorize City of Riverside to make inquiry of all persons, schools, companies, credit bureaus, consumer reporting agencies, and law enforcement agencies to supply all information concerning me and to furnish reports and documents to City of Riverside about me. I hereby release them and City of Riverside from any and all liability and responsibility by reason of their doing so.

City of Riverside is an Equal Opportunity Employer. Federal, state, and/or local law prohibits unlawful discrimination in employment practices because of race, color, religion, age, national origin, sexual orientation, veteran status, or disability. No question on the application is asked for the purpose of limiting or excluding any applicant's consideration for employment because of his or her race, color, religion, sex, sexual orientation, age, national origin, veteran status, or disability. **Note:** *Any false statements made in this application will be considered sufficient cause for dismissal upon discovery thereof.*

In compliance with the Immigration Reform and control Act of 1986, City of Riverside will hire only U.S. citizens and aliens lawfully authorized to work in the U.S. Prior to beginning employment, all new employees will be required to complete Form I-9 Employment Eligibility Verification.

I hereby acknowledge that the information provided on this Employment Application is true and correct.

Applicant Signature: _____ Date: _____



Voluntary Self-Identification Form

City of Riverside is required by certain contracts to maintain the following information for equal employment opportunity purposes. The requested information is voluntary. All information received on this form will be kept confidential and separate from your application and personnel files. Refusing to complete this form will in no way result in an adverse employment action.

Name: _____ Date: _____

Applied for or Current Position: _____

Elect not to self-identify.

1a. Please check one:

- Hispanic or Latino, defined as a person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin regardless of race. *(Please skip to question 2 and 3.)*
- Not Hispanic or Latino. *(Please answer questions 1b and 2.)*

1b. Select from the following:

- White, defined as a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American, defined as a person having origins in any of the black racial groups of Africa.
- Asian, defined as a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaska Native, defined as a person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Native Hawaiian or Other Pacific Islander, defined as a person having origins in any of the original peoples of Hawaii, Guam, Tonga, Samoa or other Pacific Islands.
- Two or More Races, defined as all persons who identify with more than one of the above five races.

2. Please check one:

- Male
- Female

3. Please check all that apply:

- Vietnam Era Veteran, defined as a person who: (i) served on active duty in the U.S. military, ground, naval or air service for a period of more than 180 days, and who was discharged or released there from with other than a dishonorable discharge, if any part of such active duty was performed: (A) in the Republic of Vietnam between February 28, 1961, and May 7, 1975; or (B) between August 5, 1964, and May 7, 1975, in all other cases; or (ii) was discharged or released from active duty in the U.S. military, ground, naval or air service for a service connected disability if any part of such active duty was performed (A) in the Republic of Vietnam between February 28, 1961, and May 7, 1975; or (B) between August 5, 1964, and May 7, 1975, in any other location.
- Other Protected Veteran, defined as any veteran who served on active duty in the U.S. military, ground, naval or air service in a war, campaign or expedition in which a campaign badge has been authorized under laws administered by the Department of Defense.
- Recently Separated Veteran, defined as any veteran who served on active duty in the U.S. military, ground, naval or air service during the one year period beginning on the date of such veteran's discharge or release from active duty.
- Armed Forces Service Medal Veteran, defined as any veteran who, while serving on active duty in the Armed Forces, participated in a United States military operation for which a service medal was awarded pursuant to Executive Order 12985.