



City of Ellsworth * 1 City Hall Plaza * Ellsworth, ME 04605
Phone (207) 667-2563 * Fax (207) 667-4908 * www.ellsworthmaine.gov

Employment Application

The City of Ellsworth is an Equal Opportunity Employer.

Date: _____

Job title you are seeking: _____

Last Name: _____ First Name: _____

Address: _____

Phone: _____ Email: _____

All applicants who are offered employment must provide documentation to establish their identity and employment eligibility for authorization to work in the U.S.

Do you have the legal right to work in the U.S.? _____

Date of Birth (if less than 18 years old): _____

Driver's License No. & State: _____ Class: _____ Expiration: _____

Have you ever been employed by or done any volunteer work with the City of Ellsworth?

Do you have any relatives employed with the City of Ellsworth? (If yes, please provide names):

Please provide other names you have used in the past:

Education

Did you receive a High School Diploma or GED equivalent? _____

Name of High School and location: _____

Name of School, College, or University	Major	Credit Hours	Degree*

*Proof of degrees from College/University will be required.

Name of Trade, Technical, Business, or Other School	Course of Study	Diploma

List other licenses held, date & license number; professional registrations & dates; certificates & professional memberships: _____

List Honors, Awards, and Fellowships: _____

Skills Overview

List computer software with which you are familiar: _____

List languages, other than English, that you are fluent in: _____

Summarize relevant skills & experience that exemplify your qualifications for the above position:

List tools & equipment you can operate: _____

Summarize Volunteer Services work you have done, including dates: _____

Summarize Leadership Roles you have experienced: _____

Employment History

Current or most recent employer: _____

Address: _____ Phone: _____

Your Title: _____ Dates of Employment: _____

Supervisor's Name and Title: _____

Work Performed: _____

Reason for Leaving: _____

Next most recent employer: _____

Address: _____ Phone: _____

Your Title: _____ Dates of Employment: _____

Supervisor's Name and Title: _____

Work Performed: _____

Reason for Leaving: _____

Next most recent employer: _____

Address: _____ Phone: _____

Your Title: _____ Dates of Employment: _____

Supervisor's Name and Title: _____

Work Performed: _____

Reason for Leaving: _____