



203 ELBERT STREET • PO BOX 70 • ELBERTON, GA 30635-0070
(706) 213-3100 • cityofelberton.net

Rock Solid

Return completed application in person to City Hall located at 203 Elbert Street, Elberton, Georgia 30635 or by mail at PO Box 70, Elberton, Georgia 30635.

The City of Elberton is an Equal Opportunity Employer, maintains a Drug Free Workplace and complies with ADA Guidelines. In order to receive consideration for employment with the City, this application must be completed **in full**, signed and dated. Answer all questions, indicating *N/A* if not applicable. Resumes **will not** be accepted in lieu of a completed application; however, may be attached. This application will remain active for 12 months.

Position Desired: _____ Date of Application: _____

Last Name _____ First _____ Middle _____

Street Address _____ City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Cell Phone _____

Do you currently have a valid Driver's License? No Yes, what state _____

Have you ever worked for the City of Elberton? No Yes, list date and position _____

List relatives who are employed by the City of Elberton (if any):

Name _____ **Relationship** _____ **Department** _____

Have you ever been convicted of an offense against the law or are you now under charges for any offense against the law? No Yes, describe _____

PERSONAL REFERENCES (Do not list former employers or relatives)

Name _____ **Employer** _____ **Contact Number** _____

EDUCATION AND TRAINING

School _____ **Name & Location** _____ **Major Studies** _____ **List Degree obtained** _____

High School _____ Diploma GED

College/Tech School _____



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Other Job Related License/Certifications Date Issued Is It Current Licensing Agency

CDL Work Ready Permit Yes No

Other, describe: Yes No

Work History: Describe your work history during the past 5 years beginning with your current or most recent employer. Include military and volunteer experiences. Failure to give complete information regarding each job held may result in your disqualification. A resume may be attached only as additional information and will not be accepted in lieu of completing this section.

EMPLOYER:	DATES EMPLOYED		DUTIES PERFORMED
ADDRESS:	FROM	TO	
TELEPHONE:			
JOB TITLE:	HOURLY RATE/SALARY		
SUPERVISOR:	START	FINAL	
REASON FOR LEAVING:			MAY WE CONTACT? <input type="checkbox"/> Yes <input type="checkbox"/> No
EMPLOYER:	DATES EMPLOYED		DUTIES PERFORMED
ADDRESS:	FROM	TO	
TELEPHONE:			
JOB TITLE:	HOURLY RATE/SALARY		
SUPERVISOR:	START	FINAL	
REASON FOR LEAVING:			MAY WE CONTACT? <input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICANT'S CERTIFICATION AND AUTHORIZATION *(read carefully before signing)*

I certify that the answers herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that false or misleading information given in my application or interview(s) may result in disqualification or discharge if hired, and that I am required to abide by all rules and regulations of the City of Elberton upon hire. The City of Elberton is a Drug-Free Workplace and requires a drug screen after offer of employment.

Signature of applicant

Date signed