

***City of Southmayd  
Employment Application***



***Applicant*** \_\_\_\_\_

***Date of Birth*** \_\_\_/\_\_\_/\_\_\_

***Assigned to:*** \_\_\_\_\_

***Received:*** \_\_\_\_\_

For questions email: [citysecretary@southmaydtx.com](mailto:citysecretary@southmaydtx.com) / [cityadmin@southmaydtx.com](mailto:cityadmin@southmaydtx.com)  
or call (903) 868-9420

When complete please mail (with all requested attachments) to:  
Southmayd City Hall  
Amanda McGill  
P. O. Box 88  
4525 Elementary Dr.  
Southmayd, Texas 76268

### Applicant Information

Full Name: \_\_\_\_\_ *Date:* \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #  
\_\_\_\_\_  
City State ZIP Code

Phone: \_\_\_\_\_ *Email* \_\_\_\_\_

Date Available: \_\_\_\_\_ *Social Security No.:* \_\_\_\_\_ *Desired Salary:* \$ \_\_\_\_\_

Position Applied for: \_\_\_\_\_

Are you a citizen of the United States? YES NO   *If no, are you authorized to work in the U.S.?* YES NO

Have you ever worked for this company? YES NO   *If yes, when?* \_\_\_\_\_

Have you ever been convicted of a felony? YES NO   If yes, when?

Do you have any family members employed with us? YES NO

If yes, explain: \_\_\_\_\_

### Education

High School: \_\_\_\_\_ *Address:* \_\_\_\_\_

From: \_\_\_\_\_ *To:* \_\_\_\_\_ *Did you graduate?* YES NO   *Diploma:* \_\_\_\_\_

College: \_\_\_\_\_ *Address:* \_\_\_\_\_

From: \_\_\_\_\_ *To:* \_\_\_\_\_ *Did you graduate?* YES NO   *Degree:* \_\_\_\_\_

Other: \_\_\_\_\_ *Address:* \_\_\_\_\_

From: \_\_\_\_\_ *To:* \_\_\_\_\_ *Did you graduate?* YES NO   *Degree:* \_\_\_\_\_

### References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Previous Employment**

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Job Title: \_\_\_\_\_ Starting Salary: \$ \_\_\_\_\_ Ending Salary: \$ \_\_\_\_\_

Responsibilities: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

May we contact your previous supervisor for a reference? YES  NO

**Military Service**

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_

If other than honorable, explain: \_\_\_\_\_

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_