



## Employment Application

Syracuse City Corporation  
1979 West 1900 South • Syracuse, UT 84075  
Phone: (801) 825-1477 • Fax: (801) 825-3001

Syracuse City Corporation is an equal opportunity employer and affords equal opportunity to all applicants for all positions without regard to race, color, religion, gender, national origin, age, disability, veteran status, genetic status, or any other status protected under local, state or federal laws.

In order to be considered for available positions, **all** sections of this application must be completed and legibly filled in. Additional pages and a resume may be attached, if necessary. Please print all responses in ink. Resumes will not be accepted in lieu of a completed application. A separate application is required for each position.

### Personal Information:

Name: \_\_\_\_\_  
Last First Middle Initial

Address: \_\_\_\_\_  
Street City State Zip

Home Phone Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_

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

### Application Information:

Date of Application:	
Position Applied For:	
Desired Schedule:	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal <input type="checkbox"/> Day <input type="checkbox"/> Swing <input type="checkbox"/> Grave <input type="checkbox"/> Rotating
Date Available:	

1. Are you at least 18 years of age or older?    ☐ Yes    ☐ No

\*If "no", you may be required to provide work authorization documentation.

2. Are you legally eligible for employment in the United States?    ☐ Yes    ☐ No

\*Successful candidates will be required to submit proof of employment eligibility.

3. Can you, with or without reasonable accommodation, perform the essential functions of the position for which you are applying?    ☐ Yes    ☐ No

**Application Information (continued):**

4. Have you ever applied for employment with Syracuse City before? ☐ Yes ☐ No

\*If yes, please give date of application: \_\_\_\_\_

5. Are you a current or former employee of Syracuse City? ☐ Yes ☐ No

\*If yes, please give dates of employment: \_\_\_\_\_

6. Is anyone related to you currently employed by Syracuse City? ☐ Yes ☐ No

\*If yes, please list the name(s) of these relatives and their relationship to you: \_\_\_\_\_

\_\_\_\_\_

**Education**

Please fill in and circle the appropriate information relative to your educational experience.

	High School	Technical School	College	Other
School Name, Location (including City, State)				
Years Completed	<input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12	<input type="radio"/> 1 <input type="radio"/> 2	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	<input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4
Graduated?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	
Major Course(s) of Study				

Please summarize any educational training or honors not listed above \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please summarize any job-related skills, training, or professional honors not listed above: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**References**

Please list three people who are not related to you that can provide professional references on your behalf:

Name	Address	Phone Number

## Employment Experience

Employer:	Dates Employed		Work Performed
Address:	From:	To:	
Telephone Number(s):	Base Pay		
Job Title:	Start:	Final:	
Supervisor:			
Reason for leaving and explanation:			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Employer:	Dates Employed		Work Performed
Address:	From:	To:	
Telephone Number(s):	Base Pay		
Job Title:	Start:	Final:	
Supervisor:			
Reason for leaving and explanation:			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Employer:	Dates Employed		Work Performed
Address:	From:	To:	
Telephone Number(s):	Base Pay		
Job Title:	Start:	Final:	
Supervisor:			
Reason for leaving and explanation:			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			

## **Applicant Certification and Agreement**

I certify that the answers given herein are true and complete to be best of my knowledge. I also authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer (Syracuse City) may discharge an Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written documentation or by conduct unless such change is specifically acknowledged in writing by an authorized executive of Syracuse City.

Syracuse City conducts pre-employment drug screens and background investigations, including a criminal history check, on all individuals to whom a conditional offer of employment is made. Pursuant to City policy, Syracuse City reserves the right to rescind a conditional offer of employment based on pre-employment testing results.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I also understand that I am required to abide by all rules and regulations of the employer.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## EQUAL EMPLOYMENT OPPORTUNITY (EEO) DATA

The information below is needed to measure the effectiveness of our recruitment efforts and is to help Syracuse City conform with federal government guidelines. You are not required to furnish this information, but are encouraged to do so. This information will not influence selection and will not be used as a basis for selection; it is merely for statistical purposes.

**This information sheet will be immediately detached from the application and kept in a confidential file separate from the employment application.**

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1. Position title for which you are applying: \_\_\_\_\_

2. Date of Application: \_\_\_\_\_

3. Gender: ☐ Male ☐ Female

4. Ethnic Category (check only one):

☐ White (non-hispanic): All persons having origins in any place of the original peoples of Europe, North America, or the Middle East.

☐ Black (non-hispanic): All persons having origins in any of the Black racial groups of Africa.

☐ Hispanic: All persons of Mexican, Puerto Rican, Cuban, Central or South America, or other Spanish culture or origin, regardless of race.

☐ Asian or Pacific Islander: All persons having origins in any of the original people of the Far East, Southeast Asia, Indian Sub continent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

☐ American Indian or Alaskan Native: All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliations or community recognition.

☐ Other (please specify): \_\_\_\_\_

5. Are you a disabled individual, defined as any person who has 1) physical or mental impairment that substantially limits one or more of his or her major life activities; 2) has a record of such impairment, or 3) is regarded as having such an impairment.

☐ Yes

☐ No

6. Which (if any) of the following veteran statuses apply to you:

☐ Any individual who has served on active duty in the armed forces for more than 180 consecutive days, or was a member of a reserve component who served in a campaign or expedition for which a campaign medal has been authorized and who has been separated or retired under honorable conditions.

☐ A disabled veteran with any percentage of disability

☐ The spouse or unmarried widow or widower of a veteran

☐ A Purple Heart recipient

☐ A retired member of the armed forces who retired below the rank or major or its equivalent

☐ Not applicable