

**SEASONAL EMPLOYMENT APPLICATION  
CITY OF STERLING**

*Please complete in black or blue ink.*

421 No. 4th Street, P.O. Box 4000  
Sterling, Colorado 80751-0400

Phone: (970)522-9700 FAX: (970)521-0632  
www.sterlingcolo.com

**An Equal Opportunity Employer**

LIST POSITION(S) APPLYING FOR: \_\_\_\_\_ DATE: \_\_\_\_\_  
*Applicants under 18 (eighteen) years of age will not be considered for employment in a position which would meet the Department of Labor's definition of a hazardous occupation. Applicants under 14(fourteen) years of age will not be considered.*

Name:	Home Phone:		Cell:				
Mailing Address:	City, State, Zip:						
Driver's License No.: _____		State: _____					
Class:     A     B     C     M     R     S							
Can you, upon employment, submit verification of your legal right to work in the United States and documentation verifying your identity? Yes ___ No ___							
Are you over the age of twenty-one? If no, employment is subject to verification that you are of minimum legal age. Yes ___ No ___							
What date are you available to begin work? _____ What date will be your last day to work? _____							
Any length of time you may not be able to work during summer: _____							
Please indicate the times you are available to work each day of the week:							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Time of Day							
Were you previously employed by us? Yes ___ No ___							
If yes, when and for which Department? _____ Reason for leaving? _____							
Give the names of any City of Sterling employee (s) you are related to by blood or marriage and the relationship:							
Has your driver's license ever been revoked or suspended? Yes ___ No ___ If yes, give dates and reasons:							

List all moving traffic violations within the last three (3) years:

Date	Violation	Outcome

Have you ever been convicted of any crime or misdemeanor other than traffic violations? Yes \_\_\_ No \_\_\_  
If yes, state in full:

Date	Court	Offense	Sentence

**EDUCATION BACKGROUND:**

High School graduate \_\_\_\_\_ or GED \_\_\_\_\_ (Check appropriate response.)

Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 (Over)

Name of School	Credit Hours Earned	Course of Study	Degree or Certificate Type	
			None	Type

List below any additional training you have received, for example, armed forces training programs, correspondence courses, work training programs, etc.

Training/Course Taken	Dates	Location

List all construction equipment or office machines you can operate; speed where applicable; and any special skills or experience you have including relevant volunteer experience:

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The City of Sterling would appreciate your assistance in completing this brief questionnaire. The answers will be used solely for the purpose of evaluating and reporting the effectiveness of our recruiting and equal employment opportunity efforts.

This form will be held separately from your application and **will not** be used as a basis for any decisions regarding your employment.

**COMPLETION OF THIS FORM IS OPTIONAL**

NAME (please print): \_\_\_\_\_

Position applied for: \_\_\_\_\_  Full-time  Part-time  Seasonal

Date of Birth: \_\_\_\_\_ Sex:  Male  Female

**ETHNICITY/RACE: (Check One)**

- No Response
- American Indian or Alaska Native
- Hispanic or Latino
- Native Hawaiian or Pacific Islander
- Black or African American, Not Hispanic or Latino
- Asian
- White, not Hispanic or Latino

**VETERAN/U.S. MILITARY STATUS**

- Veteran
- Non-Veteran

**DISABILITY:**

- None
- Visual
- Hearing
- Physical
- Learning
- Other

**How did you learn about this position?**

- Sterling Journal Advocate
- Other Newspaper ad  
Location \_\_\_\_\_  
and name of newspaper \_\_\_\_\_
- City job position  
Location: \_\_\_\_\_
- Eastern CO Workforce Center
- Referral name: \_\_\_\_\_
- South Platte Sentinel
- City of Sterling Website  
[www.sterlingcolo.com](http://www.sterlingcolo.com)
- College/Trade School  
Location: \_\_\_\_\_
- HR Department
- Relative:  
Name: \_\_\_\_\_  
Dept./Div.: \_\_\_\_\_