

Employment Experience (professional resume can substitute the following information)

Start with your current or most recent job through the last 20 years. **Attach additional pages if necessary.** All sections must be completed.

Please describe the duties you have performed which demonstrate the knowledge, skills, and abilities to perform the duties of which you are applying.

Employer	Dates Employed (MM/YYYY)	
	From	To
Address (<i>Street, City, State, Zip</i>)		
	Starting Salary	Ending Salary
Telephone Number		
Job Title	Supervisor	
Duties and Responsibilities:		
Reason for leaving:		

Employer	Dates Employed (MM/YYYY)	
	From	To
Address (<i>Street, City, State, Zip</i>)		
	Starting Salary	Ending Salary
Telephone Number		
Job Title	Supervisor	
Duties and Responsibilities:		
Reason for leaving:		

Employer	Dates Employed (MM/YYYY)	
	From	To
Address (<i>Street, City, State, Zip</i>)		
	Starting Salary	Ending Salary
Telephone Number		
Job Title	Supervisor	
Duties and Responsibilities:		
Reason for leaving:		

Education

Do you have a high school diploma, GED Certificate or equivalent? yes no

College	City, State	Course of Study	Years Completed	Degree
Graduate School	City, State	Course of Study	Years Completed	Degree
Other (please specify military, business, trade)	City, State	Course of Study	Years Completed	Degree or Certificate Earned

Training and Other Qualifications

Please list any training which you have received which may be relevant to the Township position for which you are applying.

Additional Information

Specialized Skills: Check any of the following that you are proficient in

- Computer Software _____
- Office Equipment _____
- Heavy Equipment _____
- Ohio Peace Officer Certified
- CDL
- Typing _____ wpm

Ohio Certifications: # _____ Expiration Date: _____

Indicate your level of certification

EMS: _____ EMT _____ Advanced EMT _____ Paramedic

FIRE: _____ Level I _____ Level II

Inspector: _____ Yes _____ No

Summarize other special skills and qualifications you possess which are related to the position applied for:



3510 Sudachi Drive, Dayton, OH 45414
www.butlertownship.com

Permission for release of information for personal history evaluation for employment with Butler Township

I hereby give my permission for authorized representatives of Butler Township to conduct an investigation/inquiry of my background, including education, employment, credit, military record and any other factors which representatives may deem proper and necessary subjects of investigation/inquiry in order to properly assess my character, reputation and background in connection with my application for employment with the Butler Township.

I give my permission for any person, business or institution contacted in the course of such investigation/inquiry to release any and all information properly requested, and copies of same if requested, and do hereby release any such person, business or institution for all liability for providing correct, documented and truthful information.

(Applicant Signature)

(Print Name)

Social Security Number: - -

Date of Birth: _____ / _____ / _____

Driver's License Number: _____ Class _____ State _____

Witness: _____
(Signature and Title)

(Print Name and Title)