APPLICATION FOR EMPLOYMENT

CITY OF BREMERTON
345 Sixth St., Suite 100
Bremerton, WA  98337-1873
Phone: (360) 473-5846
Fax: (360) 473-2333

Instructions: Please print or type all information. This application must be filled out accurately and completely. Do not leave an item blank. If an item does not apply, write N/A (not applicable). Incomplete applications will be reason for disqualification from further consideration. If you need additional space to answer a question fully, you may use full sheets of paper that are the same size as this page. On each additional page, include your name and the position title for which you are applying. If you are submitting a resume, you must still complete all parts of this application. You may attach copies of documents or certificates which support your application. All materials submitted become the property of the City and will not be returned. All statements made on this application are subject to verification. A separate application must be completed for each position for which you apply.

How did you learn about us?
- Kitsap Sun - Print
- Kitsap Sun – Online
- Indeed
- LinkedIn
- City Website
- Advertisement Publication
- Employment Agency
- Friend/Relative
- Walk-In
- Other

Position Applied For: ___________________________ Date of Application: _______________________

Name
LAST FIRST MIDDLE (MAIDEN)

Mailing Address
NUMBER STREET CITY STATE ZIP CODE

Telephone ( ) Work Telephone ( )

Message Telephone ( ) Name of Contact

Email Address ____________________________

Have you filed an application here before?  ☐ Yes  ☐ No  If yes, give date ____________________

Have you ever been employed here before?  ☐ Yes  ☐ No  If yes, give date ____________________

May we contact your present employer?  ☐ Yes  ☐ No

Can you demonstrate that you are legally authorized to work in the United States at time of job offer?  ☐ Yes  ☐ No

Police & Fire Only: U.S. Citizen  ☐ Yes  ☐ No

On what date would you be available for work? ______________________

Are you available to work:  ☐ Full Time  ☐ Part Time  ☐ Shift Work  ☐ Temporary

Can you travel if a job requires it?  ☐ Yes  ☐ No

Police Officer applicants only: Have you ever been convicted of a felony?  ☐ Yes  ☐ No

If yes, please explain ____________________________

The City of Bremerton is Proud to be an Equal Employment Opportunity Employer Committed to a Diverse Workforce.
# Employment Experience

Start with your present or last job. Include military service assignments and volunteer activities. This section must be completed. Do not put “refer to resume.” If you need additional space, please attach an additional page.

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Complete if required for the position for which you are applying:  
Typing Speed ________________

List Word Processing Software Knowledge: ____________________________

List Names of Data Processing Equipment you have used: ____________________________

Certifications, Special Skills and/or Qualifications:
List and/or summarize: ____________________________

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**Education**

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<th>School Name</th>
<th>High School</th>
<th>College/University</th>
<th>Graduate/Professional</th>
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<tr>
<td>Years Completed</td>
<td>9 10 11 12</td>
<td>1 2 3 4</td>
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Describe Course of Study

Describe Specialized Training, Apprenticeship, Skills

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**Honors Received:**

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State any additional information you feel may be helpful to us in considering your application.

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**Extra-Curricular Activities**

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**References:**
Give name, address and telephone number of three references who are not related to you and are not previous employers:

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Revised: 07/18/2019
Additional Information

Agreement and Release

*Failure to sign and date this application will disqualify you from further consideration.*

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

I authorize complete investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision. This authorization applies to references and background information.

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

I authorize all my employers and their agents listed in this application to furnish to the City of Bremerton or its agents any and all information that they have concerning me, my work records, medical records, and such other information and records as they may have relating to me. Information of a confidential or privileged nature may be included in the materials provided to the City of Bremerton or its agent. Information will be used to assist the City of Bremerton or its agents in determining my qualifications and fitness for this position.

I will make no attempt to gain access to the information provided to the City of Bremerton or its agents in conjunction with this employment process and hereby expressly waive any rights I may have to request the disclosure of information provided to the City of Bremerton or its agents in conjunction with employment procedures.

Further, I do hereby release you, all my employers listed on this application, their agents, and others from any liability or damage which may result from furnishing to the City of Bremerton or its agents pursuant to this waiver and authorization to release information.

Signature of Applicant

Date
To claim veteran’s status, please complete and sign this form and attach a copy of your DD-214

Name: ________________________________  Position Applied for: ________________________________

(Last, First, M.I.)

**VETERAN’S STATUS**: In accordance with law RCW 41.04.010, certain veterans are eligible to receive a scoring criteria status. A scoring criteria status is the addition of a certain percentage to the “passing mark, grade or rating” received in a competitive examination by a veteran.

If claiming veteran’s status, you must attach a copy of page four of form DD-214 and complete all questions below by checking the appropriate boxes and including required information where applicable.

1. Do you claim veteran’s status for this examination?  ☐ YES  ☐ NO

2. Serving status:
   ☐ As a member in any branch of the armed forces of the United States, including the National Guard and armed forces reserves, and has fulfilled his or her initial military service obligation;
   ☐ As a member of the women's air forces service pilots;
   ☐ Member of the Armed Forces Reserve, National Guard or Coast Guard who has been called into federal service by a presidential select reserve call up for at least one hundred eighty cumulative days;
   ☐ Civil service crewmember with service aboard a U.S. army transport service or U.S. naval transportation service vessel in oceangoing service from December 7, 1941, through December 31, 1946;
   ☐ As a member of the Philippine armed forces/scouts during the period of armed conflict from December 7, 1941, through August 15, 1945; or
   ☐ A United States documented merchant mariner with service aboard an oceangoing vessel operated by the department of defense, or its agents, from both June 25, 1950, through July 27, 1953, in Korean territorial waters and from August 5, 1964, through May 7, 1975, in Vietnam territorial waters, and who received a military commendation.

3. Type of military service and/or retirement status:
   ☐ I have served on active military duty during a period of war or received the expeditionary medal or marine corps and navy expeditionary medal, for opposed action on foreign soil as a member in the armed forces (any branch) of the United States (RCW 41.04.005). Name the war(s) or medal(s) ____________________________
   ☐ I have served on active duty during an “armed conflict” and have been awarded the respective campaign badge or medal (Armed conflicts include: Crisis in Lebanon; the invasion of Grenada; Panama, Operation Just Cause; Somalia, Operation Restore Hope; Haiti, Operation Uphold Democracy; Bosnia, Operation Joint Endeavor; Operation Noble Eagle; Southern or Central Asia; Operation Enduring Freedom; and Persian Gulf, Operation Iraqi Freedom).
   Name the conflicts _____________________________________________________________________
   ☐ I am a veteran who did not serve during a period of war.

Revised 2/1/2019
VETERAN’S STATUS

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4. ☐ I am not receiving military retirement  OR  ☐ I am receiving military retirement.

5. ☐ I have never been granted veteran’s preference to obtain an appointment to a position with the State of Washington or any political subdivision or municipal corporation.

6. ☐ I have received an honorable discharge  OR  ☐ I have received a dishonorable discharge.

I certify that the information provided above is accurate and true, and may be subject to verification.

SIGNATURE ____________________________  DATE ________________________

Revised 2/1/2019
The City of Bremerton is proud to be an Equal Employment Opportunity Employer committed to a diverse workplace. Please assist us by providing the information below. **This form is voluntary and will not be used in the evaluation of your application.** Thank you for your help.

**POSITION APPLIED FOR**

__________________________________________  DATE  __________________________

**NAME:** ______________________________________  SSN#  __________________________

  FIRST  MI  LAST

☐ Male  ☐ Female

☐ 40 OR OVER

☐ Native American  ☐ African American/Black

☐ White/Caucasian  ☐ Asian/Pacific Islander

☐ Other  ☐ Hispanic

Veteran  ☐ YES  ☐ NO

Disabled  ☐ YES  ☐ NO