

VILLAGE OF GREENHILLS, OHIO

11000 Winton Road, Cincinnati, Ohio 45218

Phone: 513-825-2100

EMPLOYMENT APPLICATION

Complete (please print) **and sign the application: attach a cover letter and resume, and;**

Submit to:

Lieutenant Anne Ward

Greenhills Police Department

11000 Winton Road

Cincinnati, Ohio 45218

or

Email to: a.ward@greenhillspd.org

• Name:		
• Current Address:		
• How long have you lived at your current address:		
• Phone Number:		
• Email Address:		
• Social Security Number (last 4 digits only):		
• Do you have a valid driver's license?		Yes No
• Driver license number:		
• State Issued:		
• Expiration Date:		
• Have you had any auto accidents in the last three years?		Yes No
• If yes, how many:		
• Have you had any moving violations in the last three years?		Yes No
• If yes, how many:		
• Have you ever been in the Armed Forces?		Yes No
• If yes, which branch and years served:		
• Have you ever been convicted of a felony or misdemeanor?		Yes No
• If yes, explain in detail:		

2. Position Applied For:

• Position applying for:		
• If applying for a police officer position, are you certified?		Yes No
• Available Start Date:		
• Desired Salary:		
• Desire Full- Time:		
• Desire Part-Time:		

Any additional information you would like to add:

3. Education:	
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• High School:
• Location:
• Number of years completed:
• Degree Obtained:
• Dates Attended:

• College:
• Location:
• Number of years completed:
• Degree Obtained:
• Dates Attended:

• College:
• Location:
• Number of years completed:
• Degree Obtained:
• Dates Attended:

• Other:
• Location:
• Number of years completed:
• Degree Obtained:
• Dates Attended:

Any additional information you would like to add about your education:

4. Work Experience: – *past ten years* (attach additional sheets if necessary)

• Current Employer:
• Address:
• Job Title:
• Salary:
• Supervisor:
• Supervisor Phone Number:
• Employment Dates:
• Responsibilities:
• Reason for Leaving?
• Can we contact your current employer? Yes No

• Previous Employer:
• Address:
• Job Title:
• Salary:
• Supervisor:
• Supervisor Phone Number:
• Employment Dates:
• Responsibilities:
• Reason for Leaving?
• Can we contact your current employer? Yes No

• Previous Employer:
• Address:
• Job Title:
• Salary:
• Supervisor:
• Supervisor Phone Number:
• Employment Dates:
• Responsibilities:
• Reason for Leaving:
• Can we contact your current employer? Yes No

Any additional information you would like to add about your work experience:

5. References (3)

• Full Name:
• Relationship:
• Phone Number:
• Address:
• Email:

• Full Name:
• Relationship:
• Phone Number:
• Address:
• Email:

• Full Name:
• Relationship:
• Phone Number:
• Address:
• Email:

Any additional information you would like to add about references:

6. Additional Information you would like to add:	
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Disclaimer and Signature:

I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of employment.

I understand that neither the acceptance of this application nor the subsequent entry into any employment relationship with the Village of Greenhills, Ohio, creates an actual or implied contract of employment. I understand that if I accept employment with the Village of Greenhills, Ohio, it will be on an at-will basis. This means that the Village of Greenhills, Ohio or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I agree to submit to drug and alcohol testing, if requested by the Village of Greenhills, Ohio. I release the Village of Greenhills, Ohio, and its employees, plus other persons or companies, from any and all liability arising out of related in any way to such testing.

I authorize the Village of Greenhills, Ohio, to investigate information concerning my education, employment experiences, and all other aspects of my background relevant to my proposed employment, including a criminal and credit report. I release the Village of Greenhills, Ohio, and its employees from all liability arising from such investigation.

Signature: _____ Date Submitted: _____

The Village of Greenhills, Ohio, is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age, or disability. We assure you that your opportunity for employment with the Village of Greenhills, Ohio, depends solely on your qualifications.