



**PROMOTIONAL APPLICATION**  
 6591 Orange Drive, Davie, Florida 33314  
 (954) 797-1100  
 Job Hotline (954) 791-9501  
 Web Page [www.davie-fl.gov](http://www.davie-fl.gov)  
**"An Equal Opportunity Employer"**  
**Drug-Free and Alcohol-Free Workplace**

A Town of Davie employment application must be completed for an applicant to be considered for employment. Please answer each question. If the question does not apply, indicate N/A. If the space available is insufficient, please attach additional sheets as required. Please PRINT CLEARLY or TYPE all information. Please use ink.

The Town of Davie reserves the right not to process an employment application if said application is found to be incomplete or if required documentation is not provided. If you are submitting a resume, you must still complete all parts of this application.

Under the Americans with Disabilities Act of 1991, the Town is required to reasonably accommodate qualified individuals with a disability. The reasonable accommodation requirement applies to the application process, any pre-employment testing, interviews and actual employment but only if the Town knows that an accommodation is required. If you are disabled and require accommodation, the Town will make every reasonable effort to provide it to you. You may request an accommodation at any time. However, some types of accommodation may require some preparation before they can be provided.

The Town of Davie hereby discloses that social security numbers will be used for billing purposes, payroll eligibility verification, applicant employee background checks, and to enable other health care providers and insurers to identify and manage your records. No other use of social security numbers is authorized. This written statement is in compliance with Florida Statutes, Section 119.071(5)(a).2.a.

<b>1) Position Applied For</b>	<b>2) Social Security Number</b>	<b>3) Telephone Number</b>	
<b>4) Last Name</b>	<b>First Name</b>	<b>Middle Name</b>	
<b>5) Present Address</b>	Street	City	State      Zip
<b>6) Current Employment</b>			
From MO/YR	To MO/YR	Employer _____	
		Job Title _____ Supervisor _____	
Duties and Responsibilities _____			
_____			
<b>7) Job related training or course work (vocational, Trade, Government, Business, Armed Forces, etc):</b>			
_____			
_____			
_____			
<b>8) List any experience skills or qualifications which you feel should be considered:</b> _____			
_____			
_____			
_____			

9) List any special qualifications not covered elsewhere (i.e. membership in professional technical associations, licenses or certificates held or certified memberships in any trade or profession): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

10) Since your last application, has there been a change in your eligibility to work in the United States? (e.g. reissuance or requirement of issuance of work permit; issuance of Resident Alien Card)  
 YES  NO \_\_\_\_\_

11) Since your last application, have you served in the United States Armed Forces?  YES  NO

12) Veterans Preference: Are you claiming Veterans Preference?  YES  NO  
 If yes, please complete a Town of Davie Veterans' Preference Form (available on our website or at Town Hall), and submit with appropriate documentation (copy of DD214) substantiating your claim, at the time of application.

13) Since your last application, have you been convicted of any criminal offense, pleaded guilty or nolo contendere, found guilty of a criminal offense, even though adjudication was withheld or sentence was suspended?  
 YES  NO Date: \_\_\_\_\_ Charge: \_\_\_\_\_  
 Place: \_\_\_\_\_ Status: \_\_\_\_\_

(NOTE: A "yes" response to this question does not automatically disqualify you for the position)

14) Since your last application, have you been a defendant in any civil action or lawsuit that included a claim against you for an intentional tort (including but not limited to assault, battery, false imprisonment, negligent or intentional infliction of distress, trespass, etc.) ?  YES  NO  
 If "yes" state the date, name, and location of the court in which the claim, action, or lawsuit was brought against you, and the current status of disposition of the claim, action, or lawsuit.  
 Date: \_\_\_\_\_ Court: \_\_\_\_\_ (Name/Location)  
 Status/Disposition: \_\_\_\_\_

15) Since your last application, have there been any changes in your education?  
 List Colleges, Universities or Professional Schools Attended

Name and Location of College, University or School	Dates Attended		Credit Hours	Course of Study	Degree/Diploma Certificate	Date Received
	From MO/YR	To MO/YR				

**CERTIFICATION AND AUTHORIZATION**  
 I understand that misrepresentation or omission of pertinent facts called for may be cause for dismissal if I am employed. I authorize the Town of Davie to make inquiries into my personal, educational or employment history as may be necessary to reach any employment decision and I consent to the release of information from past employers and other individuals concerning my qualifications for employment. I further understand that, if hired, there is a probationary period and I can be terminated at any time during the period.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 By signing this form, I authorize my minor child to sign this Application for Employment with the Town of Davie.  
 Parent/Legal Guardian \_\_\_\_\_ Signature \_\_\_\_\_  
 (Print)