



ONALASKA OMNI CENTER
255 Riders Club Rd • Onalaska, WI 54650
(608) 781-9566 • fax (608) 781-9567
<http://www.omnicenter.net>

Employment Application

The Onalaska Omni Center is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of age, race, creed, color, disability or handicap, marital status, sex, national origin, ancestry, sexual orientation, arrest or conviction record, or veteran status.

Complete a separate application for each position. Applications are accepted for posted positions only. Resumes will not be accepted without an application. Print clearly, be specific and complete, and sign your application. You will be expected to answer all questions truthfully and completely. Any failure to provide factual responses to this application will result in a finding by the Omni Center of fraudulent misrepresentation which can result in either the rejection of your application or your termination. If you have questions when completing this application, please contact the Omni Center for assistance.

Position applying for:		Date:	
Full Name:			
Address:			
City:		State:	Zip Code:
Home Phone:		Work Phone:	
E-Mail Address (if any):			

Are you eligible to work in the United States? Yes No
(If offered employment, you will be required to provide documentation to verify eligibility.)

Have you ever worked for the Omni Center? Yes No
If yes, in when and in what capacity? _____

Are any relatives presently employed by the Omni Center? Yes No
(We ask this question solely because we do not allow relatives to work together in any supervisor/subordinate situation.)

Were you ever discharged or asked to resign from any prior position you have held with any employer?
 Yes No If yes, please explain by fully identifying the prior employer, the date of your involuntary resignation and/or termination and the reason for your departure from that employer: _____

Are you 18 years of age or older? Yes No

Do you possess a valid Wisconsin driver's license? Yes No
Do you possess a valid driver's license from another state? Yes No If yes, what state? _____
Do you possess reliable transportation? Yes No

Have you ever been convicted of a criminal violation, meaning any conviction other than for a minor traffic or ordinance offense? Yes No

(You must report all convictions, past and present. A conviction will not automatically disqualify you from employment but any dishonesty relevant to this response will remove your application from further consideration or result in termination of your employment.)

If yes, please explain: _____

Education: (If additional space is needed, please attach blank sheets as necessary.)

Name & Location of College/University, Technical, Trade, etc.	Qtr.	Sem.	Degree/Certificate	% Complete	Date Received	Major Course of Study	GPA

Employment: List most recent employment first.

Name and Address of Company:	
Dates of Employment: To	Salary:
Name and Title of Supervisor:	Phone:
Job Title:	
Duties:	
Reason for Leaving:	
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Name and Address of Company:	
Dates of Employment: To	Salary:
Name and Title of Supervisor:	Phone:
Job Title:	
Duties:	
Reason for Leaving:	
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Name and Address of Company:		
Dates of Employment:	Salary:	
To		
Name and Title of Supervisor:	Phone:	
Job Title:		
Duties:		
Reason for Leaving:		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Name and Address of Company:		
Dates of Employment:	Salary:	
To		
Name and Title of Supervisor:	Phone:	
Job Title:		
Duties:		
Reason for Leaving:		
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Professional References:

Name and Relationship	Address	Phone

You need not disclose membership in organizations that may reveal information regarding race, color, creed, sex, religion, national origin, ancestry, age, disability or handicap, marital status, sexual orientation, veteran status, or any other protected status.

Additional Information:

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By signing below, I certify that all statements made on this application are true and correct. I understand that all information is subject to verification. I also understand that any falsification will disqualify me from employment or, if already employed, will result in dismissal. My signature authorizes the City of Onalaska to secure my driving record (if the position requires driving), transcripts from educational institutions to verify credits/degrees, employment-related information from former employers or references, and any information needed to complete a criminal background check. I understand that I may be asked to undergo a physical examination, including substance abuse screening, prior to appointment to a position with the Omni Center; I also understand that refusal to participate will result in the withdrawal of any offer of employment.

Signature:	Date:
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