



Declaration of Hours Worked for The City of Fairfield

FY 24-25

July 1, 2024 – June 30, 2025

It is the policy of the City of Fairfield to limit part-time/temporary employee hours to less than 1,000 hours per fiscal year for any hours worked for the City. Temporary staffing agency employees are required to complete this form annually. Please indicate if you have worked for the City of Fairfield in any capacity (i.e. through a temporary employment agency or as a City of Fairfield employee) at any time during the fiscal year indicated above:

Name:		SSN:	
Address:		City/Zip:	
Position Applying For:		Department:	

Select one: City of Fairfield PT Employee Temp Agency

<input type="checkbox"/>	I have not worked for the City of Fairfield at any time during the fiscal year indicated above. <i>Skip below section and sign/date at the bottom.</i>
<input type="checkbox"/>	I have worked for the City of Fairfield during the fiscal year indicated above. <i>Specify department, position(s) and dates below:</i>

Department:		Position:		Dates Worked:
<input type="checkbox"/>	I worked as a temp employee for: _____.			
	Name of Outside Agency			
<input type="checkbox"/>	I worked as a City of Fairfield employee.			

Department:		Position:		Dates Worked:
<input type="checkbox"/>	I worked as a temp employee for: _____.			
	Name of Outside Agency			
<input type="checkbox"/>	I worked as a City of Fairfield employee.			

Name:		Signature:		Date:	
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TO BE FILLED OUT BY HR:			
HR Tech Initials:		Date:	