

APPLICATION FOR EMPLOYMENT

New Wilmington Borough

134 High Street, New Wilmington, PA 16142
(724) 946-8167

New Wilmington Borough is an Equal Opportunity EEO/Affirmative Action Employer committed to excellence through diversity. Employment offers are made on the basis of qualifications, and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation.

PERSONAL INFORMATION			
FIRST NAME	LAST NAME	PHONE NUMBER	
ADDRESS			
CITY	STATE	ZIP	DATE OF BIRTH
SOCIAL SECURITY #	EMAIL	MARITAL STATUS	

EMPLOYMENT DESIRED		
POSITION	SALARY DESIRED	
DATE AVAILABLE TO START	EMPLOYMENT DESIRED <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Seasonal	
HAVE YOU EVER BEEN EMPLOYED BY THE NW BOROUGH? CIRCLE ONE:	YES NO	IF YES, DATES OF EMPLOYMENT AND REASON FOR LEAVING:
ARE YOU RELATED TO ANY CURRENT NW BOROUGH EMPLOYEE? CIRCLE ONE:	YES NO	IF YES, THEIR NAME AND RELATIONSHIP TO YOU:

EDUCATION			
	NAME & LOCATION OF SCHOOL	YEAR GRADUATED	SUBJECTS STUDIED
HIGH SCHOOL			
GED			
COLLEGE			
COLLEGE			
TRADE / BUSINESS SCHOOL			

REFERENCES			
NAME	RELATIONSHIP	YEARS KNOWN	PHONE NUMBER

OTHER SKILLS / CREDENTIALS / LICENSES / PROFESSIONAL AFFILIATIONS THAT ARE RELEVANT TO THE DESIRED JOB:

EMPLOYMENT HISTORY - MOST RECENT FIRST

COMPANY NAME & ADDRESS		SALARY
DATES EMPLOYED		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
POSITION	REASON FOR LEAVING	
SUPERVISORS NAME	PHONE NUMBER	

COMPANY NAME & ADDRESS		SALARY
DATES EMPLOYED		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
POSITION	REASON FOR LEAVING	
SUPERVISORS NAME	PHONE NUMBER	

COMPANY NAME & ADDRESS		SALARY
DATES EMPLOYED		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
POSITION	REASON FOR LEAVING	
SUPERVISORS NAME	PHONE NUMBER	

COMPANY NAME & ADDRESS		SALARY
DATES EMPLOYED		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
POSITION	REASON FOR LEAVING	
SUPERVISORS NAME	PHONE NUMBER	

COMPANY NAME & ADDRESS		SALARY
DATES EMPLOYED		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
POSITION	REASON FOR LEAVING	
SUPERVISORS NAME	PHONE NUMBER	

AUTHORIZATION

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize New Wilmington Borough to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and background investigation, upon conditional offer of employment. I understand that this document is NOT an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment, I understand that staff employees of New Wilmington Borough serve at-will, and the employment relationship may be terminated at any time by either party, or any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States, and to comply with company and departmental regulations. I understand that if employed on a temporary basis, I would be paid for hours worked only, and would be ineligible for benefits including paid time off. I understand that any benefits I receive may be subject to change or discontinuation at any time without prior notice. I understand that the first SIX MONTHS of regular employment represent a provisional period, during which I would be eligible to apply for a transfer or promotion and during which I may be terminated without right of appeal.

APPLICANT SIGNATURE : _____ **DATE:** _____