

Plainfield Township

6292 Sullivan Trail · Nazareth, PA 18064 · (610) 759-6944

APPLICATION FOR EMPLOYMENT



Plainfield Township is an Equal Opportunity Employer. Federal and State laws prohibit discrimination in employment because of race, color, religion, age, sex, national origin, individual handicap or veterans' status. No question on this application is intended to elicit information for a discriminatory purpose.

Position Preferred: _____

Application Submission Date: _____

Date Available for Work: _____

Type of Employment Desired: Full Time Regular Part-time Seasonal

PERSONAL INFORMATION

Last Name _____ First Name _____ M.I. _____
 Address _____ City _____ State _____ Zip Code _____
 Home Phone _____ Cell Phone _____ Email Address _____
 Social Security Number _____ Driver's License Number/State _____

Are you legally authorized to work in the United States?* Yes No

Have you been formerly employed with Plainfield Township? Yes No
 (If yes, under what name(s)? _____)

Do you claim Veterans' Preference? Yes** No **If Yes, attach a copy of discharge or separation papers (DD Form 214), if any

If selected for employment, are you willing to submit to a pre-employment drug screening test?
 Yes No

**Successful applicants are required to verify citizenship or authorization to work in the United States, as well as to provide documentation of identity and employment eligibility prior to starting employment as required by the Immigration Reform and Control Act of 1986.*

EDUCATION

	SCHOOL NAME	LOCATION	# OF YEARS ATTENDED	DEGREE RECEIVED	MAJOR
SECONDARY					
COLLEGE					
OTHER					

Do you possess a GED (General Educational Development) in lieu of a high school diploma?
 Yes No

If yes, provide the following information:

 Name and Address of Issuing Agency

 Date Issued

List other training, certificates, licenses held, including proficiency in foreign languages:

EMPLOYMENT EXPERIENCE

Start with your present or last job and go back at least five (5) years (include additional sheets if needed). Include military service assignments and volunteer activities. Exclude organization names that indicate race, color, religion, sex or national origin. You may attach a resume with your application, but this section must be completed.

Present or Last Employer

Name:

Job Title:

Address

Supervisor's Name:

Dates Employed:

Supervisor's Telephone Number:

Rate of Pay/ (hr/month/week):

Start

End

Type of Work Performed:

Reason for Leaving:

May we contact this employer? Yes No

Name:

Job Title:

Address

Supervisor's Name:

Dates Employed:

Supervisor's Telephone Number:

Rate of Pay/ (hr/month/week):

Start

End

Type of Work Performed:

Reason for Leaving:

May we contact this employer? Yes No

Name:

Job Title:

Address

Supervisor's Name:

Dates Employed:

Supervisor's Telephone Number:

Rate of Pay/ (hr/month/week):

Start

End

Type of Work Performed:

Reason for Leaving:

May we contact this employer? Yes No

REFERENCES

List at least three (3) professional references with knowledge of your work performance:

Name	Title	Company	Telephone	Email (if known)

ADDITIONAL INFORMATION

Use this section for additional information or comments:

PLEASE READ CAREFULLY AND ACKNOWLEDGE THE FOLLOWING STATEMENTS BY SIGNING YOUR NAME BELOW:

I authorize investigation by Plainfield Township of all statements contained in this application. I permit Plainfield Township to examine my references, record of employment, education record, and any other information I have provided. Further, some safety-sensitive positions in the Township may require a detailed background and/or credit check and I authorize Plainfield Township to conduct such investigations if required. I authorize the references I have listed to disclose any information related to my work record and my professional experiences with them, without giving me prior notice of such disclosure. In addition, I release Plainfield Township, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such examination or revelation.

I certify that I have not purposely withheld any information that might adversely affect my chances for hiring. I attest to the fact that the answers given by me are true and correct to the best of my knowledge and ability. I understand that any omission (including any misstatement) of material fact on this application or on any document used to secure information can be ground for rejection of this application or, if I am employed by Plainfield Township, for my immediate dismissal from the Township.

I hereby certify that all information given on this application is true and correct to the best of my knowledge. I understand that falsification of any part of this application is grounds for rejection from employment consideration, or if employed, for dismissal.

I understand that if I am employed, my employment is not definite and can be terminated at any time either with or without prior notice, and by either me or Plainfield Township.

Applicant's Signature

Date