



Eastampton Township Application of Employment

PERSONAL INFORMATION:

Date of Application: _____

FULL NAME: _____

ADDRESS: _____

CITY/STATE: _____

PHONE: _____

EMAIL: _____

POSITION: _____ AVAILABLE START DATE: _____

DESIRED PAY RANGE: _____ ARE YOU CURRENTLY EMPLOYED? _____

EDUCATION: *You may list additional information on a separate sheet of paper if needed.*

Name and Location	Dates of Attended	Major	Certificate/Degree received

Please list your areas of proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.

PREVIOUS EXPERIENCE

Please list employment starting with the recent employer.

Start Date	End Date	Position Held	Company Name and Address	Contact Person/Name

Job notes, task performed and reason for leaving:

Start Date	End Date	Position Held	Company Name and Address	Contact Person/Name

Job notes, task performed and reason for leaving:

Start Date	End Date	Position Held	Company Name and Address	Contact Person/Name

Job notes, task performed and reason for leaving:

Start Date	End Date	Position Held	Company Name and Address	Contact Person/Name

Job notes, task performed and reason for leaving:

REFERENCES: List Three references excluding who know your qualifications.

NAME	RELATIONSHIP TO YOU	TELEPHONE	NUMBER OF YEARS KNOWN

PROFESSIONAL ORGANIZATIONS/AFFILIATIONS

ORGANIZATION	OFFICES HELD

CERTIFICATION:

I hereby certify that all entries on the application and attachments are true and complete. I understand that any omission or material misstatement on my application, resume' or other document submitted in support of my application, regardless of time of discovery, may cause forfeiture on my part of any employment in the service of the Township of Eastampton.

I understand that any offer of employment by the Township of Eastampton may be contingent upon the results of a reference and background check, post offer physical, drug/alcohol test or other pre-employment testing.

Signature

Date

AUTHORIZATION FOR BACKGROUND AND REFERENCE CHECK:

I understand that all information that I have provided is subject to verification. I consent to criminal history, background check and any verification for bonding, when required. I authorize the Township of Eastampton to contact references, former employers and educational institutions listed regarding this application. I authorize the Township to rely upon and use, as it sees fit, any information received from such contacts. I hereby fully release and discharge the Township, my former employers, their respective officers, employees and agents, and all other persons and entities from any and all claims, demands and liabilities arising out of or in any way relating to such investigation or disclosure.

By signing this application, I also understand that, at the appropriate time, I may be require me to sign additional documentation as part of the application process, agree to comply and recognize that failure to do so on a timely basis will be considered my withdrawal from consideration as an applicant. I also understand that I am solely responsible for making sure all required documents are completed and returned to the Township on a timely basis.

Signature

Date

*It is the policy of the **Township of Eastampton** to provide equal employment opportunities without regard to race, color, religion, sex, national origin, age, disability, marital status, veteran status, sexual orientation, genetic information or any other protected characteristic under applicable law. This policy relates to all phases of employment, including, but not limited to, recruiting, employment, placement, promotion, transfer, demotion, reduction of workforce and termination, rates of pay or other forms of compensation, selection for training, the use of all facilities, and participation in all company-sponsored employee activities.*