

EMPLOYMENT APPLICATION

The Borough of Dunmore is an equal opportunity employer. The Borough does not discriminate on the basis of race, color, citizenship status, religion, creed, national or ethnic origin, sex, sexual orientation, gender identity, age, physical or mental disability, veteran's status, genetic information, or any other trait protected by state or federal law.

Personal Information:

Last Name	First Name	Middle Name	
Address	City	State	Zip Code
Email Address			
Telephone Number (Home)		Telephone Number (Mobile)	

Are you 18 years of age or older? Yes No

Have you ever filed an application with us before? If yes, give date: _____ Yes No

Have you ever been employed with us before? If yes, give dates: _____ Yes No

Are you currently employed? Yes No

May we contact your present employer (or your previous employer, if not currently employed?) Yes No

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

Proof of eligibility to work will be required upon employment.

Have you been convicted of a felony or misdemeanor offense within the last 7 years? Yes No

Conviction will not necessarily disqualify an applicant from employment.

If Yes, please explain _____

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Temporary

Education:

	High School	Undergraduate College/University	Graduate/Professional
School Name and Location			
Years Completed	9 10 11 12	1 2 3 4	1 2 3 4 4+
Diploma/Degree			
Course of Study			
Describe any current/active professional certifications you have received; any specialized training, skills, apprenticeships, and extra-curricular activities; and/or honors you have received (e.g., CPR, Act 120, etc.)			

References:

Give name, email address and telephone number of three references who are not related to you and are not previous employers. Must include at least one (1) professional reference and one (1) personal reference.

- 1. _____
- 2. _____
- 3. _____

Have you had any job-related training in the U.S. Military? Yes No

If Yes, please describe _____

Employment Experience:

Start with your present or last job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, handicap or other protected status.

Employer:	Dates Employed		Work Performed
	To	From	
Address			
Telephone Number(s)	Hourly Rate/Salary		
	Starting	Final	
Job Title	Supervisor		
Reason for Leaving			
Employer:	Dates Employed		Work Performed
	To	From	
Address			
Telephone Number(s)	Hourly Rate/Salary		
	Starting	Final	
Job Title	Supervisor		
Reason for Leaving			
Employer:	Dates Employed		Work Performed
	To	From	
Address			
Telephone Number(s)	Hourly Rate/Salary		
	Starting	Final	
Job Title	Supervisor		
Reason for Leaving			

APPLICANT'S STATEMENT

READ CAREFULLY BEFORE SIGNING. IF YOU ARE HIRED, THE FOLLOWING BECOMES PART OF YOUR OFFICIAL EMPLOYMENT RECORD AND PERSONNEL FILE.

I certify that the information contained herein is true and complete to the best of my knowledge, information and belief and subject to the penalties of 18 Pa. C.S.A. § 4904, relating to the unsworn falsification to authorities

I authorize investigation of all statements contained on this Application for Employment. I hereby authorize the Borough of Dunmore to contact the references listed above, unless otherwise noted. I hereby release the Borough of Dunmore from any/all liability of whatever kind and nature which, at any time, could result from obtaining and having an employment decision based on the information contained in this Application.

This Application shall be considered active for a period of time not to exceed 180days. If I wish to be considered for employment beyond this time period, I understand that I should inquire as to whether or not applications are being accepted at that time.

I understand that all information appearing on this application is subject to verification, and any false or misleading information may result in refusal to hire or, if already hired, the immediate termination of employment. I also understand that I am required to abide by all applicable rules and regulations of the Borough of Dunmore. I further understand that neither the Borough of Dunmore's employment policies nor anything said during the interview process shall constitute a contract of employment for any fixed duration. I understand that any employment that may be offered to me by the Borough of Dunmore will be at-will, unless I am covered by the terms of a written employment contract or collective bargaining agreement that contains other terms and conditions of employment.

Signature of Applicant

Date