

# BOROUGH OF WALLINGTON

24 UNION BOULEVARD

New Jersey 07057

## Employment Application

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Full Name		Date:	
Last	First	M.I.	
Address:		Apartment/Unit #	
Street Address			
City		State	ZIP Code
Phone:	(    )	E-mail Address:	
Date Available:	Social Security No.:	Desired Salary: \$	
Position Applied for:			
Are you a citizen of the United States?		If no, are you authorized to work in the U.S.?	
YES NO		YES NO	
<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>	
Have you ever worked for this municipality?		If so, when?	
YES NO			
<input type="checkbox"/> <input type="checkbox"/>			
Have you ever been convicted of a felony?		If yes, explain:	
YES NO			
<input type="checkbox"/> <input type="checkbox"/>			

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High School:	Address:	YES NO	Degree:
From:	To:	Did you graduate?	
		<input type="checkbox"/> <input type="checkbox"/>	
College:	Address:	YES NO	Degree:
From:	To:	Did you graduate?	
		<input type="checkbox"/> <input type="checkbox"/>	
Other:	Address:	YES NO	Degree:
From:	To:	Did you graduate?	
		<input type="checkbox"/> <input type="checkbox"/>	
Special Skills:			
Certifications:			

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*Please list three professional references.*

Full Name:	Relationship:
Company:	Phone: (    )
Address:	
Full Name:	Relationship:
Company:	Phone: (    )
Address:	
Full Name:	Relationship:

Company:

Phone: (    )

Address:

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*Work Experience.*

Company:

Phone: (    )

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

YES NO

May we contact your previous supervisor for a reference?

☐ ☐

Company:

Phone: (    )

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

YES NO

May we contact your previous supervisor for a reference?

☐ ☐

Company:

Phone: (    )

Address:

Supervisor:

Job Title:

Starting Salary: \$

Ending Salary: \$

Responsibilities:

From:

To:

Reason for Leaving:

YES NO

May we contact your previous supervisor for a reference?

☐ ☐

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*Military Service.*

Branch:

From:

To:

Rank at Discharge:

Type of Discharge:

If other than honorable, explain:

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*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my termination.*

Signature:

Date:

# EMPLOYMENT APPLICATION

## VOLUNTARY AFFIRMATIVE ACTION INFORMATION

You are not required to provide this information. Provide only if you wish.

If you provide information on this page, it will be filed separately from the job application. This information will be used only for purposes of the affirmative action program

### Applicant Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City : \_\_\_\_\_

Phone: (    ) \_\_\_\_\_

Position Applied For: \_\_\_\_\_

How did you learn about this position?

☐ Advertisement   ☐ Employment Agency   ☐ Friend   ☐ Relative   ☐ Walk-in   ☐ Other  
(Explain) \_\_\_\_\_

### Information Regarding Status:

Gender:

☐ Male                                      ☐ Female

### Equal Employment Opportunity identification groups:

☐ White                                      ☐ African-American (non-Hispanic)  
☐ Hispanic                                      ☐ American Indian/ Alaskan native  
☐ Asian/Pacific Islander                      ☐ Other \_\_\_\_\_

### Other protected Groups:

☐ Individual with a disability   ☐ Disabled veteran  
☐ Vietnam-era veteran (served between 1964 and 1975)

### For Borough use only

Hired: ☐ Yes   ☐ No   Position \_\_\_\_\_ Date \_\_\_\_\_

Which EEO job classification best describes the position for which the applicant applied?

- |                           |                                |                             |
|---------------------------|--------------------------------|-----------------------------|
| 1. Officials and Managers | 4. Sales workers               | 7. Operators( semi-skilled) |
| 2. Professionals          | 5. Office and clerical workers | 8. Laborers (unskilled)     |
| 3. Technicians            | 6. Craft workers (skilled)     | 9. Service workers          |

Township Official \_\_\_\_\_ Date \_\_\_\_\_