

**POSITION APPLYING FOR:** \_\_\_\_\_ **FT**  **PT**

**Applicant Information**

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.  
 Address: \_\_\_\_\_  
Apartment/Unit #  
 \_\_\_\_\_  
State, ZIP  
 Phone: \_\_\_\_\_ Email \_\_\_\_\_  
 Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \$ \_\_\_\_\_  
 Position Applied for: \_\_\_\_\_

Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for Wayne Township before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?		
Do you have relatives working for Wayne Township?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, who?		

**Education**

High School: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Diploma: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_  
 From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

**References**

*Please list three professional references.*

Full Name:		Relationship:	
Company:		Phone:	
Address:			

Full Name:		Relationship:	
Company:		Phone:	
Address:			

Full Name:		Relationship:	
Company:		Phone:	
Address:			

**Previous Employment**

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?		<input type="checkbox"/>	<input type="checkbox"/>

Company:		Phone:	
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?		<input type="checkbox"/>	<input type="checkbox"/>

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?		<input type="checkbox"/>	<input type="checkbox"/>

### Military Service

Branch: _____	From: _____	To: _____
Rank at Discharge: _____	Type of Discharge: _____	
If other than honorable, explain:		

### Skills & Qualifications

*Please provide a copy of all certifications*

Do you have your Commercial Drivers' License (CDL)?	Yes	NO	(circle one)
If yes, exp. date:			
Other professional licenses, certifications or registrations:			
Other qualifications such as special skills and/or abilities:			

### Disclaimer and Signature

*I certify that the facts set forth in this Application for Employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements, omissions or misrepresentations may result in my dismissal. I authorize the Employer to make an investigation of any of the facts set forth in this application and release the Employer from any liability. The employer may contact any listed references on this application. I acknowledge and understand that the company is an "at will" employer. Therefore, any employee (regular, temporary, or other type of category employee) may resign at any time, just as the employer may terminate the employment relationship with any employee at any time, with or without cause, with or without notice to the other party*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_