



East Pennsboro Township - Application for Employment

General Information

Name (Last)	(First)	(Middle Initial)	(Home Telephone)
Address (Mailing Address)	(City)	(State)	(Zip)
E-Mail Address	Are you legally entitled to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No Are you 16 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Position

Position or Type of Employment Desired Are you able to perform the essential functions of the job you are applying for, with or without reasonable accommodation? <input type="checkbox"/> Yes <input type="checkbox"/> No	Will Accept: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Seasonal	Willing to Work: <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thur <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun
Salary Desired	Date Available	
Have you, or someone you know, ever worked for East Pennsboro Township? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: Who: _____ When: _____ Where: _____ Reason for Leaving: _____ Who: _____ When: _____ Where: _____ Reason for Leaving: _____	Were you referred by a current employee or Commissioner of East Pennsboro Township? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Who: _____	

Education and Training

High School Graduate or General Education (GED) Test Passed? <input type="checkbox"/> Yes <input type="checkbox"/> No						
If No, Highest Level of High School Completed? <input type="checkbox"/> 9 th Grade <input type="checkbox"/> 10 th Grade <input type="checkbox"/> 11 th Grade <input type="checkbox"/> 12 th Grade						
College, Business School, Military (Most Recent First)						
Name and Location	Dates Attended Month/Year	Credits Earned		Graduate	Degree & Year	Major or Subject
		Quarterly or Semester Hours	Other (Specify)			
	From			<input type="checkbox"/> Yes		
	To			<input type="checkbox"/> No		
	From			<input type="checkbox"/> Yes		
	To			<input type="checkbox"/> No		
	From			<input type="checkbox"/> Yes		
	To			<input type="checkbox"/> No		
	From			<input type="checkbox"/> Yes		
	To			<input type="checkbox"/> No		
Occupational License, Certification or Registration		Number		Where Issued		Expiration Date
Occupational License, Certification or Registration		Number		Where Issued		Expiration Date
Do you have a Commercial Drivers License? <input type="checkbox"/> Yes <input type="checkbox"/> No		Number		Where Issued		Expiration Date
Languages Spoken Fluently Other Than English						



East Pennsboro Township - Application for Employment

Veteran Information (Most Recent)

Branch of Service	Date of Entry	Date of Discharge
-------------------	---------------	-------------------

Special Skills (List all pertinent skills and equipment that you can operate)

Work Experience (Most Recent First) (Include voluntary work and military experience)

Use Additional Sheet If Needed or Attach Resume With Required Info

Employer	Telephone Number	From (Month/Year)
Address		To (Month/Year)
Job Title	Number of Employees Supervised	Hours Per Week
Specific Duties		Last Salary
		Supervisor
Reason For Leaving		May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Employer	Telephone Number	From (Month/Year)
Address		To (Month/Year)
Job Title	Number of Employees Supervised	Hours Per Week
Specific Duties		Last Salary
		Supervisor
Reason For Leaving		May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Employer	Telephone Number	From (Month/Year)
Address		To (Month/Year)
Job Title	Number of Employees Supervised	Hours Per Week
Specific Duties		Last Salary
		Supervisor
Reason For Leaving		May We Contact This Employer? <input type="checkbox"/> Yes <input type="checkbox"/> No

Statement: It is the policy of East Pennsboro Township not to discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, national origin, age, marital status, genetic information, disability or because he or she is a protected veteran. East Pennsboro Township is an “at-will” employer and this application does guarantee an interview or employment with East Pennsboro Township.

By signing below, I certify that I understand the above statement and that all of the information I have provided in this application is true, complete, and correct to the best of my knowledge.

Applicant Signature:	Date:
----------------------	-------