



BOROUGH OF RARITAN

22 FIRST STREET - RARITAN, NJ 08869
PHONE (908) 231-1300 - FAX (908) 281-0810

Application for Employment

TO APPLICANT: We deeply appreciate your interest in our organization. Thank you for taking the time to complete this application.

The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color religion, sex, or national origin. Federal law also prohibits other types of discrimination such as age, citizenship, disability, veteran status, attainment of benefits, and participation in union activities. The laws of most states and many localities also prohibit some or all the above types of discrimination as well as some additional types including, but not limited to, discrimination based upon ancestry, marital status, sexual orientation, or source of income. The Fair Credit Reporting Act imposes restrictions with respect to information obtained from a consumer reporting agency, including but not limited to information regarding credit data, personal character, general reputation, and mode of living. **This list, however, is not exhaustive of the grounds on which discrimination is prohibited.**

(PLEASE PRINT PLAINLY)

Date _____

Name _____

Last

First

Middle

Social Security No. _____

Telephone No. _____

Are you legally eligible for employment in the U.S.A. ?

Yes

No

If hired, you are required to submit proof of eligibility to work in the U.S.A.

Are you over the age of eighteen?
you are of minimum legal age.

Yes

No

If no, hire is subject to verification that

Position(S) applied for _____

Were you previously employed by us?

Yes

No

If yes, when? _____

If your application is considered favorably, on what date will you be available for work? _____

Are there any other job related experiences, skills, or qualifications which will be of special benefit in the job for which you are applying?

FOR OFFICE USE ONLY	
Possible Work Locations	Possible Positions

FOR OFFICE USE ONLY	
Work Location	Rate
Position	Date

(turn to next page)

EMPLOYMENT HISTORY

List below present and past employment, beginning with your most recent

Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							
	Telephone: _____							

Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							
	Telephone: _____							

Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							
	Telephone: _____							

Name and Address of Company and Type of Business	From		To		Weekly Starting Salary	Weekly Last Salary	Reason for Leaving	Name of Supervisor
	Mo.	Yr.	Mo.	Yr.				
	Describe the work you did:							
	Telephone: _____							

I hereby give permission to contact the employers listed above concerning my prior work experience as indicated below.

Employer I	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Employer II	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Employer III	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Employer IV	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Signed _____

(turn to next page)

Record of Education

School	Name and Address of School	Course of Study	Circle Last Year Completed	Did You Graduate?	List Diploma/Degree
Elementary			5 6 7 8	Yes <input type="checkbox"/>	
			No <input type="checkbox"/>		
High			1 2 3 4	Yes <input type="checkbox"/>	
			No <input type="checkbox"/>		
College			1 2 3 4	Yes <input type="checkbox"/>	
			No <input type="checkbox"/>		
Other Specify			1 2 3 4	Yes <input type="checkbox"/>	
			No <input type="checkbox"/>		

PERSONAL REFERENCES (Not Former Employers or Relatives)

Name and Occupation and Address	Phone Number

May we telephone you to follow up on this application at home? Yes No

If yes, what is the best time to call? _____

May we telephone you to follow up on this application at work? Yes No

If yes, what is the best time to call? _____

What is your business telephone number? _____

PLEASE READ AND SIGN BELOW

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to employ me. I understand and agree that my employment is at-will and can be terminated by either party with or without notice, at any time, for any reason or no reason. No one other than an officer of the Company has any authority to enter into any agreement for employment for any specified period of time or to make any agreement contrary to the foregoing and then only in a writing signed by an officer.

Signature of Applicant