

EMPLOYMENT APPLICATION

Date: _____

PLEASE NOTE: It is important that you complete all parts of the application. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be accepted. If you have no information to enter in a section, please write N/A.

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ Alternate Number: _____

Email: _____

Are you currently employed? Yes _____ No _____

May we contact your present Employer? Yes _____ No _____

EMPLOYMENT DESIRED

I am seeking a: Full-time Position _____ Part-Time _____ As Needed _____

Days/Hours available to work

I have no preference _____

Mon. _____ Tues. _____ Weds. _____ Thurs. _____ Fri. _____ Sat. _____ Sun. _____

How many hours can you work weekly? _____ Can you work nights? _____

Date available to begin _____ Salary Desired _____

ADDITIONAL INFORMATION

Have you ever been employed by this organization in the past? Yes _____ No _____

I certify that I am a U.S. Citizen, permanent resident, or a foreign national with authorization to work in the United States. Yes _____ No _____

Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgement to a felony? Yes _____ No _____

If Yes, please explain: _____

North Manheim Township
Employment Application Continued

DRIVING/EQUIPMENT EXPERIENCE

Do you have a current Drivers License? Yes _____ No _____

What Class PA Drivers License do you hold? _____

Are you willing to obtain additional Classes of PA Drivers License if required? Yes ____ No _____

Are you willing to submit to pre-employment drug testing? Yes _____ No _____

Have you had any accidents during the past three years? Yes _____ No _____ How Many? _____

Have you had any moving violations during the past three years? Yes ____ No ____ How Many? _____

List all truck driving or heavy equipment operating experience you may have had. _____

What pneumatic and power tools have you used or have experience with? Example: Jackhammer, Chain Saw, compactor, etc. _____

Any additional road work, construction, snow plowing or municipal work experience, etc. _____

Any special certifications/certificates held. _____

Employment History

Please list below your last FOUR employers starting with the most recent:

Date Month and Year	Name & Address of Employer	Salary	Position	Reason for Leaving
To:				
From:				
To:				
From:				
To:				
From:				
To:				
From:				

References

Please provide the names of three persons not related to you, who you have known for at least one year.

Name	Address	Business	Years Known	Phone Number

Authorization:

“I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from such information.

I also understand and agree that no representation 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, unless it is in writing and signed by an authorized company representative.”

DATE: _____

Signature: _____