

APPLICATION FOR EMPLOYMENT

Full Name: <small>Last</small> _____ <small>First</small> _____ <small>M.I</small> _____	Date: _____
--	-------------

Address: _____ <small>Apt/Unit #</small> _____		
<small>City</small> _____	<small>State</small> _____	<small>Zip Code</small> _____

Phone: () _____	E-mail Address: _____	
Position Applied for: _____	Are you able to perform the essential functions of the job that you are applying for?	YES <input type="checkbox"/> NO <input type="checkbox"/>
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 the Town of Weymouth? YES <input type="checkbox"/> NO <input type="checkbox"/>	If yes, when? _____	

EDUCATION

High School: _____	
Address _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree: _____
College: _____	
Address _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree: _____
Other: _____	
Address _____	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/> Degree: _____

PREVIOUS EMPLOYMENT

Company: _____	Phone: () _____
Address: _____	Supervisor: _____
Job Title: _____	Ending Salary \$ _____
Responsibilities: _____	
From: _____ To: _____	Reason for Leaving: _____ May we contact supervisor for a reference? Yes No
Company: _____	
Address: _____	Supervisor: _____
Job Title: _____	Ending Salary: \$ _____
Responsibilities: _____	
From: _____ To: _____	Reason for Leaving _____ May we contact supervisor for a reference? Yes No
Company: _____	Phone: () _____
Address: _____	Supervisor: _____
Job Title: _____	Ending Salary\$ _____
Responsibilities: _____	
From: _____ To: _____	Reason for Leaving _____ May we contact supervisor for a reference? Yes No

LICENSES & CERTIFICATIONS

Type:	Number:	Expiration date:

REFERENCES WILL BE REQUESTED DURING THE INTERVIEW STAGE

MILITARY SERVICE

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

CORI NOTICE

All candidates considered for employment must have a CORI check completed. Results from this CORI can be used in determining eligibility for employment.

DISCLAIMER

Additional Information – Please read carefully before signing.

1. I certify that my answers are true and complete to the best of my knowledge.
2. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my termination from employment.
3. I understand that an offer of employment is contingent upon my successful completion of the pre-employment screening process, including but limited to satisfactory references, a satisfactory criminal history inquiry, satisfactory verification of driver's license or certification(s) (where required) and successful pre-employment drug test and/or physical examination.
4. I agree to allow the Town of Weymouth to verify all information related to my application for employment including work history, education, and references from present and former employers.
5. I understand that the Town of Weymouth is an at-will employer. If employed, I understand that my employment may be terminated with or without cause at any time unless there is an applicable bargaining unit contract provision.

My signature certifies that I have read and agree with the above statements in this application for employment.

Applicant signature

Date