

**Borough of Fountain Hill
941 Long Street
Fountain Hill, PA 18015-2660**

APPLICATION FOR EMPLOYMENT

(Print clearly or Type)

NAME: Last	First	Middle	Date of Application:
Street Address:			Phone No.
City, State, Zip			Home:
			Work:
Have you ever applied for employment with us? Yes _____ No _____ If yes: Month and Year _____			
Position Desired:			Pay Expected:
Apart from absence for religious observance, are you available for full time work? Yes _____ No _____ If not, what hours can you work? _____			Will you work Overtime if asked?
Are you a United States Citizen? Yes No			When will you be available to begin work:
Are you legally eligible for employment in the United States? Yes No			
Other special training or skills (languages, machine operation, etc.)			How did you learn of our organization?
Driver's License Number	State	Class	Type
			Expiration Date:

School	Name and Location	Course of Study	No. Years Completed	Date of Graduation	Degree or Diploma
High School					
College					
Vocational					
Other					

(Attach Additional sheets if necessary)

Prospective employees will receive consideration without discrimination because of race, creed, color, sex, age, national origin or handicap.

EMPLOYMENT HISTORY

Please give accurate, complete full-time and part-time employment record. Start with present or most recent employer.

Company Name:	Telephone
Address:	Employed (month and year) From: To:
Supervisor:	Weekly Pay: Start: Last:
Job Title:	Reason for leaving:
Describe Duties:	
May we contact this employer? Yes No	

Company Name:	Telephone:
Address:	Employed (month and year) From: To:
Supervisor:	Weekly Pay: Start: Last:
Job Title:	Reason for leaving:
Describe Duties:	
May we contact this employer? Yes No	

Company Name:	Telephone:
Address:	Employed (month and year) From: To:
Supervisor:	Weekly Pay: Start: Last:
Job Title:	Reason for leaving:
Describe Duties:	
May we contact this employer? Yes No	

Military Service

Have you ever served in the U.S. Military?	Branch of Service:
Date of Discharge:	Type of Discharge:

(Attach copy of DD-214)

Personal References

Please list three personal references that are not related to you and are not former employers.

Name:		
Address:		
City, State, Zip		
Phone Number:	Home:	Work:
How long have you known this person?		

Name:		
Address:		
City, State, Zip		
Phone Number:	Home:	Work:
How long have you known this person?		

Name:		
Address:		
City, State, Zip		
Phone Number:	Home:	Work:
How long have you known this person?		

Have you ever been arrested for any Crime?	Yes	No
If Yes, were you convicted?	Yes	No
What were you Arrested for or Convicted of:		

I swear or affirm that the information contained on this application is true and correct to the best of my knowledge and belief.

Signature

Date

BOROUGH OF FOUNTAIN HILL

WAIVER AND RELEASE FOR BACKGROUND INVESTIGATION

I, _____ (*Name of Applicant*), hereby give the Borough of Fountain Hill the right to make a thorough investigation into my background, previous employment, education, credit history, criminal history, driving record, and references in order to ascertain my suitability for service as a Public Works employee. I release from all liability and claims, any and all persons, companies and corporations (public and private), supplying any information whatsoever, to representatives of the Borough. This includes, and is not limited to, parties which I have entered into a written or oral agreement, which contains a confidentiality clause. I release, indemnify, and hold harmless, the Borough of Fountain Hill, its officials, officers, and employees from and against any and all liability, which might result from conducting such an investigation.

Date: _____

Signature of Applicant
