

**EARL TOWNSHIP  
517 N RAILROAD AVENUE  
NEW HOLLAND, PA 17557  
717-354-0773**

**APPLICATION FOR EMPLOYMENT**

We consider applicants for positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a disability, or any other legally protected status

**This is a non-smoking environment**

**PERSONAL INFORMATION:**

Name \_\_\_\_\_ Social Security \_\_\_\_\_  
Last First Middle

Present Address \_\_\_\_\_  
Street City State Zip Phone

List any relatives working for us: \_\_\_\_\_

Have you been convicted of a felony in the past five (5) years? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you been convicted of a misdemeanor in the past (5) years? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes to either or both, please explain:

Driver's License # (if required for position) \_\_\_\_\_ CDL Yes \_\_\_\_\_ No \_\_\_\_\_

**EMPLOYMENT DESIRED:**

Position \_\_\_\_\_ Date you can begin work? \_\_\_\_\_

Are you Employed Now? \_\_\_\_\_ If so, may we inquire of your present employer? \_\_\_\_\_

Have you applied for a job at the Township before? Yes \_\_\_ No \_\_\_ When? \_\_\_\_\_

Are you looking for full or part time work? \_\_\_\_\_

How did you learn about the position you are applying for? \_\_\_\_\_

**EDUCATION:**

High School \_\_\_\_\_ Graduated? Yes \_\_\_\_\_ No \_\_\_\_\_

College \_\_\_\_\_ Graduated? Yes \_\_\_\_\_ No \_\_\_\_\_

Trade, Correspondence or Business School? \_\_\_\_\_ Graduated? Yes \_\_\_\_\_ No \_\_\_\_\_

**FORMER EMPLOYERS:** (List below the last three employers, starting with current employer)

Company/Firm: \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Term of employment: Began (Mo/Yr. \_\_\_\_\_ Finished (Mo/Yr) \_\_\_\_\_

Duties \_\_\_\_\_

Rate of pay Start \_\_\_\_\_ Finish \_\_\_\_\_

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Company/Firm: \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Term of employment: Began (Mo/Yr. \_\_\_\_\_ Finished (Mo/Yr) \_\_\_\_\_

Duties \_\_\_\_\_

Rate of pay Start \_\_\_\_\_ Finish \_\_\_\_\_

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Company/Firm: \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Supervisor \_\_\_\_\_

Reason for Leaving \_\_\_\_\_

Term of employment: Began (Mo/Yr. \_\_\_\_\_ Finished (Mo/Yr) \_\_\_\_\_

Duties \_\_\_\_\_

Rate of pay Start \_\_\_\_\_ Finish \_\_\_\_\_

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Please describe additional skills, training or ability you would like to have us consider in evaluating your qualifications. (List may include, typing speed, computer software experience, bookkeeping/accounting experience, commercial drivers license, heavy equipment experience, technical training, etc.)

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**REFERENCES:** (List three (3) persons not related to whom you have been known at least one year)

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ Occupation \_\_\_\_\_ Years Acquainted \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ Occupation \_\_\_\_\_ Years Acquainted \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ Occupation \_\_\_\_\_ Years Acquainted \_\_\_\_\_

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Are you a United States Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

I understand that any false answers, statements or representation made by me in this application shall constitute sufficient cause for discharge. I also understand that nothing contained in the employment application or granting of an interview is intended to create an employment contract between **Earl Township** and myself for either employment or for the granting of benefits. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon **Earl Township** unless made in writing. If an employment relationship is established, I understand and agree that it is not for a definite period of time and that I have the right to terminate my employment at any time and **Earl Township** retains a similar right.

I understand that, if accepted for employment, it is necessary to abide by the rules and policies of **Earl Township**.

**Date:**

**Signature:**

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