



**TOWN OF NEWFIELD- EMPLOYMENT APPLICATION**

*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 AND ADDRESS**

Name (First, MI, Last)	Social Security Number
Mailing Address	City, State, and Zip Code
Telephone	Alternate Phone
If under 18, please list age	Email

**JOB TYPE**

Position applying for:	
Date available to begin:	
Salary Requirements:	

**ADDITIONAL INFORMATION**

Have you ever been employed by the Town of Newfield in the past?	<input type="radio"/> Yes <input type="radio"/> No
I certify that I am a U.S. citizen, permanent resident, or a foreign national with authorization to work in the United States	<input type="radio"/> Yes <input type="radio"/> No
Have you ever been convicted of, or entered a plea of guilty, no contest, or had a withheld judgement to a felony?	<input type="radio"/> Yes <input type="radio"/> No
If yes, please explain:	
Do you have a valid driver's license?	<input type="radio"/> Yes <input type="radio"/> No

**EDUCATION**

School	Location (mailing address)	Years Completed	Major	Degree or Diploma

**MILITARY**

Have you ever been in the armed forces?	<input type="radio"/> Yes <input type="radio"/> No	Date entered:
Are you a member of the National Guard?	<input type="radio"/> Yes <input type="radio"/> No	Discharge date:
Specialty:		

**WORK EXPERIENCE**

Please list all work experience beginning with your most recent job held. Attach additional sheets if necessary.

<b>Company</b>	<b>Name of last supervisor</b>
<b>Address</b>	<b>Start date - end date</b>
<b>Phone Number</b>	<b>Start salary- end salary</b>
<b>Position</b>	<b>Reason for leaving</b>
<b>List all jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company</b>	
<b>May we contact this employer?</b>	<input type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b>
<b>Company</b>	<b>Name of last supervisor</b>
<b>Address</b>	<b>Start date - end date</b>
<b>Phone Number</b>	<b>Start salary- end salary</b>
<b>Position</b>	<b>Reason for leaving</b>
<b>List all jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company</b>	
<b>May we contact this employer?</b>	<input type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b>
<b>Company</b>	<b>Name of last supervisor</b>
<b>Address</b>	<b>Start date - end date</b>
<b>Phone Number</b>	<b>Start salary- end salary</b>
<b>Position</b>	<b>Reason for leaving</b>
<b>List all jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company</b>	
<b>May we contact this employer?</b>	<input type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b>

## REFERENCES

*Please include name, phone number, and circumstances of your acquaintance. Exclude relatives.*

<b>1</b>
<b>2</b>
<b>3</b>
<b>4</b>

## SIGNATURE

*I certify that all answers and statements on this application are true and complete to the best of my knowledge. I understand that, should this application contain any false or misleading information, my application may be rejected or my employment with the company terminated. I authorize investigation of all statements contained on this application for employment that may be necessary in making an employment decision.*

<b>Signature</b>	<b>Date</b>
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