PERSONAL INFORMATION

Name	Last	First	Middle	Date
Street Address				Telephone
City/State Zip				
WORK PREFER	ENCE			
Kind of work des	sired:			
Expected salary:				
Describe your pri	ior experience in the	kind of work you w	ant:	
Describe any form	mal schooling or train	ning for this work:		
List any licenses,	security or bonding	clearance or certifica	ites you have:	

Office skills (typing, machine operation, etc.):

Referral source: Friend Relative Employment Agency Other

AVAILABILITY FOR WORK

Date available for work: Full-time Part-time Temporary

Shifts or times you will work:

Day Afternoon Nighttime Rotating

Are you willing to work? Weekends Holidays

Will you work daily overtime on occasion if necessary? Yes No

Will you work extra days in the week if necessary? Yes No

Do you plan to work elsewhere or attend school while working here? Yes No

PRESENT EMPLOYMENT

(Use additional sheets for any explanations you may wish to give about answers given below.)

Are you presently employed? Yes No

How much advance notice do you need to give your present employer?

Do you authorize us to contact your present employer as a reference? Yes No

PRIOR EVENTS					
Have you ever wo		Yes	No		
Do you authorize	us to contact your previou	us employers for	references?	Yes	No
If you have ever be	een discharged or if you h	nave ever resigned	d from any em	ployment,	please identify
the employer and o OTHER PERSON	state the reasons for the d AL DATA	ischarge and/or	resignation.		
Do you have any r	elatives working for this	municipality?	Yes	No	
If Yes, Please state	who and there relation:				
CITIZENSHIP/AU	JTHORIZATION TO W	ORK			
Can you, after an o	offer of employment, sub	nit proof that you	ı are		
legally permitted t	o work in the U.S. under	federal law?	Yes	No	
Please note:	If you are hired to work, you will be required to furnish valid documentation that you are legally entitled to work in the U.S.				
EMPLOYMENT a	nd U.S. MILITARY SER	VICE RECORD			
Please complete th	is section even if you have	e attached a resur	ne. Give a coi	mplete acco	unt of your
full-time employm	ent. Begin with your pres	ent or most recent	positions and	work back.	Attach
additional pages if	needed.				
1. Employer's name and address: Telephone:					
			-		
Supervisor:]	From:	То):	
Main duties:					

Why did you leave?

2. Employer's name and address:		
Supervisor: Main duties:	From:	То:
Why did you leave?		
3. Employer's name and address:		
Supervisor: Main duties:	From:	То:
Why did you leave?		

EDUCATION and TRAINING

If this information is included on an attached resume, please disregard this section.

High School				
Name of last high school:				
Location:				
Highest year completed:	Average grade:			
Special courses (typing, technical, etc.):				
College or University				
Name:				
Location:				
Years attended:	Degree:			
Major subjects:	GPA:			
Other (graduate, trade school, correspondence school, etc.)				
Name:				
Location:				
Course length:	Was course completed?	Yes	No	
Degree:	Subject:			
Grade average:	,			

Are you a v	veteran of the	U.S. military servi	ce?	Yes	No
If so, Branc	h:		Dates:		
Military tra	nining and exp	erience relevant to	o job applied for:		
CERTIFIC	ATE OF APPI	ICANT			
Please read	carefully befo	ore signing.			
All i	nformation pr	ovided by me is tr	rue and correct to	the best of m	ny knowledge.
		sions or misrepre nmediate dismissa	-	oe cause for re	ejection or, if employed, mag
liste and	d hereon inclu	iding this municip all persons harmle	pality to answer	any and all q	on or educational institution uestions, provide document hful information within thei
Furt may mys	I understand this is a preliminary application and not a contract for employment. Furthermore, in the event I am employed, my employment shall be completely voluntary as may be terminated at will at any time for any non-discriminatory reason upon notice by eith myself or the municipality. I agree to comply with all reasonable rules of the municipality as condition of employment.				
Signat	cure of Applicant			Date	

The Town of Weathersfield is an equal opportunity employer.

It is the policy of this Town to provide equal employment opportunity to all applicants and employees without regard to race, color, religion, national origin, sex, sexual orientation, ancestry, place of birth, age, disability, HIV status or other status protected by State or Federal law.

No question is asked on this application or during the application process for the purpose of excluding any applicant due to race, color, religion, national origin, sex, sexual orientation, ancestry, place of birth, age, disability, HIV status or other protected status under federal or state law.