



# Borough of Old Tappan Employment Application

The Borough of Old Tappan is an Equal Opportunity Employer M/F  
*Programs, services and employment are equally available to everyone.*

## Applicant Information:

Full Name: \_\_\_\_\_ Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Date available start:

Salary Requirements:

Position applied for:

Type of Employment desired: Full time      Part time      Seasonal      Temporary

If you are under 18 and we require a work permit, can you furnish one? Yes      No

If no, please explain:

Have you ever worked for the Borough? Yes      No      If yes, give date:

Have you ever applied to the Borough before? Yes      No      If yes, give date:

Are you a citizen of the United States? Yes      No

If not, are you legally allowed to work in the United States? Yes      No

Do you possess a current driver's license? Yes      No      If yes, number:

Do you possess a current commercial driver's license? Yes      No

Any special skills or qualifications?

**Employment History:** This section must be completed even if you attach a resume. List your previous employers. Begin with the most recent. Include any military service. Explain any gaps in employment in the space on this form marked comments located on the bottom of this page.

Employer: Address:	Date started: Date left:	Responsibilities:
	Position(s) held:	
Reason for leaving:		
Supervisor:	Title:	Phone:
May we contact for a reference: Yes No		
Employer: Address:	Date started: Date left:	Responsibilities:
	Position(s) held:	
Reason for leaving:		
Supervisor:	Title:	Phone:
May we contact for a reference: Yes No		
Employer: Address:	Date started: Date left:	Responsibilities:
	Position(s) held:	
Reason for leaving:		
Supervisor:	Title:	Phone:
May we contact for a reference: Yes No		

I certify that my answers are true and complete to the best of my knowledge. I authorize you to make such investigations and inquiries of my personal employment, education, financial and other related matters as may be necessary for an employment decision. I hereby release employers, schools or individuals from all liability when responding to inquiries in connection with my application.

In the event I am employed, I understand that false or misleading information given in my application or interview(s) may result in discharge.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_