

harveys lake borough

P.O. BOX 60
HARVEYS LAKE, PA 18618
(570) 639-2113

DATE: _____

PERSONAL INFORMATION:

NAME _____ social security number _____
last first middle

PRESENT ADDRESS _____

PHONE NUMBER _____ city _____ state _____ zip _____
Are you 18 or older? _____
If no, birthdate: _____

EMPLOYMENT DESIRED

Position _____ Date you can start _____

Are you employed now? _____ If yes, by whom? _____

May we contact your present employer? _____

EDUCATION

	Name & Address	# of years attended	Did you graduate?	Subjects Studied
College	_____	_____	_____	_____
High School	_____	_____	_____	_____
Grammar School	_____	_____	_____	_____

FORMER EMPLOYERS

(List your last four employers starting with the last one first.)

Date Employed	Name & Address	Position	Reason for Leaving
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

REFERENCES (Give the names of three persons, not related to you, whom you have known for at least one year.)			
Name	Address	Occupation	Years Known

Physical Record

Do you have any physical limitations that may limit your ability to perform any work for which you are being considered? _____

If yes, explain. _____

In case of emergency, notify: _____

I certify that the facts contained in this application are true and complete to my best knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize the investigation of all statements contained herein and the references listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all parties from all liability for any damage that may result from furnishing same to you/

I understand and agree that, if hired, my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without further notice.

Date: _____

Signature: _____

Harveys Lake Borough does not discriminate in employment because of race, color, religion, sex, national origin, age, or handicap.