

Borough of Glassport  
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Glassport, PA 15045  
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[office@glassportborough.net](mailto:office@glassportborough.net)  
[glassportborough.net](http://glassportborough.net)



### Application for Employment

Name \_\_\_\_\_  
Last \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Maiden \_\_\_\_\_

Current Address \_\_\_\_\_  
Number \_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone number (\_\_\_\_) \_\_\_\_\_

Date of Birth \_\_\_\_\_

Position applied for \_\_\_\_\_

Are you a U.S. Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, are you legally eligible to work in the U.S.? Yes \_\_\_\_\_ No \_\_\_\_\_

*(If No, you will be required to provide documentation of employment eligibility prior to starting employment.)*

Date available to start \_\_\_\_\_

Are you laid off and subject to recall with your current employer Yes \_\_\_\_\_ No \_\_\_\_\_

All positions with the Borough require a valid driver's license:

Do you have a valid driver's license Yes \_\_\_\_\_ No \_\_\_\_\_

License number \_\_\_\_\_ State of issue \_\_\_\_\_ Class \_\_\_\_\_

Expiration Date \_\_\_\_\_

Have you had any accidents in the past three years? Yes \_\_\_\_\_ No \_\_\_\_\_ If so, how many? \_\_\_\_\_

Have you had any moving violations in the past three years? Yes \_\_\_\_\_ No \_\_\_\_\_

If so, how many? \_\_\_\_\_

Have you ever been convicted of a crime? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been in the Military? Yes \_\_\_\_\_ No \_\_\_\_\_

Branch \_\_\_\_\_ Date Entered \_\_\_\_\_ Date Discharged \_\_\_\_\_

List three (3) references other than relatives, previous employers, or current or former Borough employees:

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_

Work Experience – List the past five years starting with your current/most recent employer (Use additional sheet of paper if necessary.)

Name of Employer  Address  City, State, Zip  Phone Number	Name of Supervisor	Employment Dates	Salary
		From:	Start:
		To:	End:
	Job Title / Position held		
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions with this company			

Name of Employer  Address  City, State, Zip  Phone Number	Name of Supervisor	Employment Dates	Salary
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Name of Employer  Address  City, State, Zip  Phone Number	Name of Supervisor	Employment Dates	Salary
		From:	Start:
		To:	End:
		Job Title / Position held	
Reason for leaving (be specific)			
List the jobs you held, duties performed, skills used or learned, advancements or promotions with this company			

Use the space below to summarize or list any additional information necessary to describe your full qualifications for the specific position for which you are applying, (special courses, certifications, training, trades, skills, licenses, etc.).

Have you ever been dismissed or asked to resign from a position? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

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May we contact your present employer? Yes \_\_\_\_\_ No \_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_