

City of North Wildwood
901 Atlantic Avenue
North Wildwood, NJ 08260

Date _____

Employment Application:

Application Information: Name (Last, First, Middle): _____ Address: _____ City/Town: _____ Phone (Work): _____ (Home): _____
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Position applied for: _____

Have you ever applied to the City before: _____ Yes _____ No If Yes, give date _____

Date you can start: _____ Salary desired: _____

Are you available to work: _____ Full Time _____ Part Time _____ Shift Work _____ Temporary _____

Are you currently employed: _____ Yes _____ No May we contact you at work: _____ Yes _____ No

May we contact your current employer: _____ Yes _____ No

Are you currently on layoff status and subject to recall: _____ Yes _____ No

Do you possess a current driver's license: _____ Yes _____ No

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

Please list any endorsements: _____

If you are under eighteen years of age, can you provide proof of eligibility to work: _____ Yes _____ No

Are you legally eligible to work in the United States of America : _____ Yes _____ No

Pursuant to Federal Law, proof of US Citizenship or immigration status will be required if you are hired.

Have you ever plead guilty or been found guilty of a crime; disorderly persons offense; or a municipal ordinance involving moral turpitude: _____ Yes _____ No

Employment is conditional upon the results of the criminal background check. An answer of "Yes" may disqualify you from employment depending upon the circumstances involved. If "Yes", please explain below.

The City of North Wildwood is an Equal Opportunity Employer M/F

Employment History: This section must be completed even if you attach a resume. List your last four employers, major assignments within the same employer. Begin with the most recent. Include any military service. Explain any gaps in employment in the space located on the bottom of this page in the section marked comments.

Employer: Address:	Date Started: Date Left:	Work Performed/Responsibilities:
Job Title:	Starting Salary:	
Reason for Leaving:	Final Salary:	
Supervisor's name and phone number: May we contact for a reference: <input type="checkbox"/> Yes <input type="checkbox"/> No		

Employer: Address:	Date Started: Date Left:	Work Performed/Responsibilities:
Job Title:	Starting Salary:	
Reason for Leaving:	Final Salary:	
Supervisor's name and phone number: May we contact for a reference: <input type="checkbox"/> Yes <input type="checkbox"/> No		

Employer: Address:	Date Started: Date Left:	Work Performed/Responsibilities:
Job Title:	Starting Salary:	
Reason for Leaving:	Final Salary:	
Supervisor's name and phone number: May we contact for a reference: <input type="checkbox"/> Yes <input type="checkbox"/> No		

Employer: Address:	Date Started: Date Left:	Work Performed/Responsibilities:
Job Title:	Starting Salary:	
Reason for Leaving:	Final Salary:	
Supervisor's name and phone number: May we contact for a reference: <input type="checkbox"/> Yes <input type="checkbox"/> No		

Comments: _____

Education: Provide information o your formal schooling and education. Include elementary, secondary, and post-secondary education, if any. Include any formal vocational or professional education. For high school and post-secondary education, indicate any major or specialty, such as Academic, Business, or Trade.

School	Years Completed (circle)	Graduated (circle)	Major Field
Elementary:	5 6 7 8	Yes No	N/A
High:	1 2 3 4	Yes No	
College:	1 2 3 4	Yes No	
Other:	1 2 3 4	Yes No	

Languages: List any foreign languages you know and indicate your level of proficiency.

Languages	Speak Some	Speak Fluently	Read	Write

Special Skills and Experiences: State any special skills, experience, training, licenses, certifications or other factors that make you especially qualified for the position which you are applying.

Comments and Additional Information: Is there any additional information about you we should consider?

References: Provide the names, addresses, and phone numbers of three people whom we may contact as a reference. They should not be relatives or former supervisors.

Name and Address	Phone Number	Years Known

Understanding and Agreements:

As an applicant for a position with the City of North Wildwood, I understand and agree that I must provide truthful and accurate information in this application. I understand that my application may be rejected if any information is not complete, true, or accurate. If hired, I understand that I may be separated from employment if the City later discovers that information on this form was incomplete, untrue, or inaccurate. I give the City the right to investigate the information I have provided, talk with former employers (except where I have indicated they may not be contacted). I give the City the right to secure additional job-related information about me. I release the City of North Wildwood and its representatives from all liability for seeking such information. I understand that the City of North Wildwood is an equal-opportunity employer and does not discriminate in its hiring practices. I understand that the City will make reasonable accommodations as required by the Americans with Disabilities Act. I understand that, if employed, I may resign at any time and that the City may terminate me at any time in accordance with its established policies and procedures. No representatives of the City may make any assurances to the contrary. I understand that any offer of employment may be subject to job related, medical, physical, drug, or psychological tests. I also understand that some positions may involve complete background and criminal checks.

Applicant's Signature _____ Date _____

Conditions of Employment:

Please be advised that all offers of employment may be conditioned on the applicant passing a mandatory criminal background check and drug test. A pre-employment physical may also be required. Pursuant to our personnel policy, all job applicants are required to sign this as a consent form for drug testing and if the test results are positive and are not accounted for by the legal use of prescription or non-prescription drugs the applicant shall be ineligible for hire unless they can establish a legal basis for the use of drug or controlled substance for which they test positive. *For your application to be considered, you must sign and date below.*

Applicant's Signature _____ Date _____

Voluntary Affirmative Action Information

You are not required to provide this information. Provide only if you wish.

If you provide information on this page, it will be filed separately from the job application. This information will be used only for purposes of the affirmative action program.

Applicant Information:

Name: _____
Address: _____
City/Town: _____
Phone: _____

Position Applied For: _____

How did you learn about this position?

Friend Relative Walk-In Advertisement Employment Agency
 Other (Explain) _____

Information Regarding Status:

Gender:
 Male
 Female

Equal Employment Opportunity Identification Groups:

White
 African-American (non-Hispanic)
 Hispanic
 American Indian/Alaskan native
 Asian/Pacific Islander
 Other _____

Other Protected Group:

Individual with a disability
 Vietnam-era veteran (served between 1964-1975)
 Disabled Veteran

For City Use Only

Hired: Yes No Position _____ Date _____

Which EEO job classification best describes the position for which the applicant applied?

1. Officials and Managers	4. Sales Workers	7. Operators (semi-skilled)
2. Professionals	5. Office and Clerical Workers	8. Laborers (unskilled)
3. Technicians	6. Craft Workers (unskilled)	9. Service Workers

City Official _____ Date _____