



APPLICATION FOR EMPLOYMENT

Ebensburg Borough

300 West High Street

Ebensburg, PA 15931

Position desired _____ Date _____

Date available _____ Full time _____ Part time _____

If part time, specify days and hours per week available _____

PERSONAL DATA

Name _____ Social Security number _____
(Last) (First) (Middle)

Address _____
(Number and Street) (City) (State) (Zip Code)

Is any additional information relative to your name necessary to enable a check on your work record? If yes, explain.

Phone number (s) where you can be reached: _____

Are you at least 21 years of age? _____ If no, state date of birth _____ / _____ / _____

Are you a U.S. Citizen? _____ If no, are you authorized to work in the U.S.? _____

EDUCATION AND TRAINING

SCHOOL NAME AND ADDRESS	Did you Graduate?	Degree	Major Studies
High School			
Business or Trade			
College			
Other (Specify)			

Special qualifications: (include technical and professional licenses, academic and professional awards, etc.)

COMPUTER SKILLS

List any programs you are familiar with and your current level of knowledge: _____

EMPLOYMENT RECORD

List all present and past employment with most recent first

Employer's name _____ From _____ To _____

Address _____ Type of business _____

Phone _____ Salary _____

(Area Code) (Number) (Starting) (Ending)

Name and title of supervisor _____

Your job title _____ Reason for leaving _____

Briefly describe the nature and duties of your position _____

May we contact your present employer? _____

Employer's name _____ From _____ To _____

Address _____ Type of business _____

Phone _____ Salary _____

(Area Code) (Number) (Starting) (Ending)

Name and title of supervisor _____

Your job title _____ Reason for leaving _____

Briefly describe the nature and duties of your position _____

Employer's name _____ From _____ To _____

Address _____ Type of business _____

Phone _____ Salary _____

(Area Code) (Number) (Starting) (Ending)

Name and title of supervisor _____

Your job title _____ Reason for leaving _____

Briefly describe the nature and duties of your position _____

Employer's name _____ From _____ To _____

Address _____ Type of Business _____

Phone _____ Salary _____

(Area Code) (Number) (Starting) (Ending)

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Employer's name _____ From _____ To _____

Address _____ Type of business _____

Phone _____ Salary _____

(Area Code) (Number) (Starting) (Ending)

Name and title of supervisor _____

Your job title _____ Reason for leaving _____

Briefly describe the nature and duties of your position _____

UNEMPLOYMENT RECORD

Account for periods of unemployment of one month duration or more in the past 5 years

From		To		Reason for Unemployment
Month	Year	Month	Year	

Have you ever been dismissed or asked to resign from any position? _____ If yes, give details in space provided on back page.

Have you ever been convicted of any crime in a court of law? _____ If yes, give details below in space provided (excluding minor traffic violations). Criminal record will not necessarily exclude you from employment.

If employed, what length of time do you expect to reside in this area?

MILITARY EXPERIENCE (if applicable)

Describe any job-related training received in the United States military.

Are you requesting consideration of Veteran's Status? Yes No
 (Note: per decisions of Pennsylvania's Supreme Court, preference for veterans is limited to entry level employment.)

If you are, provide the following information:
 Date of Discharge: _____ Type of Discharge: _____
 (Verification of Veteran's status may be required.)

Do you have a reliable means of transportation to place of employment regardless of the time of day? Yes No

How many miles do you live from Ebensburg?

Do you understand that this job requires outside work in all kinds of weather, such as rain, snow, sleet as well as hot and cold weather? Yes No

Are you willing to perform all types of physical labor including pick and shovel work, sewer cleaning, snow removal, etc.? Yes No

SIGNATURE

I understand that this employment application shall be considered valid for a period of time not to exceed (90) days. If I still desire a position with Ebensburg Borough after this employment application expires, it will be my duty to complete a new employment application and file it with the Borough. The facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that, if employed, false statements on this application shall be sufficient cause for dismissal. I also understand that to qualify for employment, I may be subject to a background investigation and a medical examination.

Signed _____ Date _____

Ebensburg Borough does not discriminate on the basis of race, color, religion, national origin, sex, age or disability as defined by law.