

# East Bradford Township

## Application for Employment

An incomplete or illegible application will not be accepted/considered.  
Please type or use a ball point pen to complete this application.

### Personal Information

Position applying for: \_\_\_\_\_ Date of application: \_\_\_\_\_

Name: \_\_\_\_\_  
(Last) (First) (MI)

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

How long have you been living at this address? \_\_\_\_\_

Phone number: \_\_\_\_\_  
(Day) (Evening)

Email: \_\_\_\_\_

Are you at least 18 years old?  yes  no If no, give your birth date: \_\_\_\_\_

Do you have the legal right to work in the United States (*applicants are required to furnish proof of identity and legal work authorization prior to hire*)?  yes  no

Have you ever been convicted of a crime other than a minor traffic offense or are there charges presently pending against you for any crime other than a minor traffic offense?  yes  no

If yes, state the nature of the offence, date, city, and state (*Disclosure of a criminal record will not necessarily disqualify you for employment consideration. Each offence will be evaluated on its own merit with consideration for job duties which you will be performing*):

Do you have a valid PA Driver License?  yes  no

Has your Driver License been suspended or revoked in the last 5 years?  yes  no  
If yes, please explain:

Have you received any traffic violations in the past 3 years?  yes  no  
If yes, please provide date and description of violation:

Can you perform the essential duties of the job for which you are applying, with or without reasonable accommodation (*refer to job description*)?  yes  no

Are you available to work: Nights?  yes  no Weekends?  yes  no

How did you hear of this position opening? \_\_\_\_\_

## Employment History

Please complete this section even if you attach a resume.

List your work experience, most recent first, for at least the last 10 years. Include military experience.

Employer: \_\_\_\_\_ Job title: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_ Email: \_\_\_\_\_

Full time  Part time (# of hours/week): \_\_\_\_\_ From (Mo/Yr): \_\_\_\_\_ To (Mo/Yr): \_\_\_\_\_

May we contact your supervisor?  yes  no

Reason for leaving:

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Employer: \_\_\_\_\_ Job title: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_ Email: \_\_\_\_\_

Full time  Part time (# of hours/week): \_\_\_\_\_ From (Mo/Yr): \_\_\_\_\_ To (Mo/Yr): \_\_\_\_\_

May we contact your supervisor?  yes  no

Reason for leaving:

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Employer: \_\_\_\_\_ Job title: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_ Email: \_\_\_\_\_

Full time  Part time (# of hours/week): \_\_\_\_\_ From (Mo/Yr): \_\_\_\_\_ To (Mo/Yr): \_\_\_\_\_

May we contact your supervisor?  yes  no

Reason for leaving:

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Employer: \_\_\_\_\_ Job title: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_ Email: \_\_\_\_\_

Full time  Part time (# of hours/week): \_\_\_\_\_ From (Mo/Yr): \_\_\_\_\_ To (Mo/Yr): \_\_\_\_\_

May we contact your supervisor?  yes  no

Reason for leaving:

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Employer: \_\_\_\_\_ Job title: \_\_\_\_\_

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

Immediate supervisor and title: \_\_\_\_\_ Email: \_\_\_\_\_

Full time  Part time (# of hours/week): \_\_\_\_\_ From (Mo/Yr): \_\_\_\_\_ To (Mo/Yr): \_\_\_\_\_

May we contact your supervisor?  yes  no

Reason for leaving:

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## Education

Circle the last grade completed 1 2 3 4 5 6 7 8 9 10 11 12 College 13 14 15 16 17 18 19 20 (Other: \_\_\_\_\_)

Starting with high school, list schools attended and their location	Type of degree earned	Course of study

If you are not a high school graduate, do you have a GED?  yes  no

Discuss any other experience/training you feel is relevant to the position you are applying for:

## Applicant Statement

The information that I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of fact in my application, resume, or any other materials, or during any interviews, can be justification for refusal of employment, or, if employed, discharge from employment. I authorize the Township to verify and investigate, at its discretion, the information contained herein and make such further investigation as it deems proper with respect to my employment history, work habits, job performance, and educational background, whether same is of written record or not; and I authorize my employers to furnish such information, and release them from any damage on account of furnishing such information. I agree that a photocopy of this signed application shall have the effect of an original.

I understand that, if hired, my employment would be "at-will" and could be terminated at any time by either party, with or without cause and with or without notice.

All information will be kept confidential.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_