



DEPTFORD TOWNSHIP, N.J.

1011 Cooper Street, Deptford, NJ 08096

EMPLOYMENT APPLICATION

DATE: _____

APPLICANT INFORMATION

Name (Last, First, Middle): _____

Address: _____

City/Town/Zip Code: _____

Cell Phone #: (____) _____ Home Phone #: (____) _____

Social Security Number: ____/____/____

Position applied for: _____

Have you ever applied to the Township of Deptford 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.

Employment is conditional upon the results of a criminal background check.

*Township Ordinance # 0.06.17 requires employees to be bonafide residents of Deptford.
The Township of Deptford 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 on this form marked comments located on the bottom of this page.

EMPLOYER:	DATE STARTED:	DATE LEFT:	WORK PERFORMED/ RESPONSIBILITIES:
ADDRESS:	STARTING SALARY:		
JOB TITLE:	FINAL SALARY:		
REASON FOR LEAVING:			
SUPERVISOR'S NAME AND PHONE NUMBER:			
MAY WE CONTACT FOR A REFERENCE: ☐ YES ☐ NO			

EMPLOYER:	DATE STARTED:	DATE LEFT:	WORK PERFORMED/ RESPONSIBILITIES:
ADDRESS:	STARTING SALARY:		
JOB TITLE:	FINAL SALARY:		
REASON FOR LEAVING:			
SUPERVISOR'S NAME AND PHONE NUMBER:			
MAY WE CONTACT FOR A REFERENCE: ☐ YES ☐ NO			

EMPLOYER:	DATE STARTED:	DATE LEFT:	WORK PERFORMED/ RESPONSIBILITIES:
ADDRESS:	STARTING SALARY:		
JOB TITLE:	FINAL SALARY:		
REASON FOR LEAVING:			
SUPERVISOR'S NAME AND PHONE NUMBER:			
MAY WE CONTACT FOR A REFERENCE: ☐ YES ☐ NO			

EMPLOYER:	DATE STARTED:	DATE LEFT:	WORK PERFORMED/ RESPONSIBILITIES:
ADDRESS:	STARTING SALARY:		
JOB TITLE:	FINAL SALARY:		
REASON FOR LEAVING:			
SUPERVISOR'S NAME AND PHONE NUMBER:			
MAY WE CONTACT FOR A REFERENCE: ☐ YES ☐ NO			

Comments: _____

EDUCATION: Provide information on your formal schooling and education. Include 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:
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.

LANGUAGE:	SPEAK SOME:	SPEAK FLUENTLY:	READ:	WRITE:

SPECIAL SKILLS & EXPERIENCE: State any special skills, experience, training, licenses, certifications or other factors that make you especially qualified for the position for which you are applying.

COMMENTS & 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 & ADDRESS:	PHONE NUMBER	YEARS KNOWN:
	()	
	()	
	()	

UNDERSTANDINGS AND AGREEMENTS:

As an applicant for a position with the Township of Deptford, 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 and accurate. If hired, I understand that I may be separated from employment if the Township of Deptford later discovers that information on this form was incomplete, untrue, or inaccurate. I give the Township of Deptford 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 Township of Deptford the right to secure additional job-related information about me. I release the Township of Deptford and its representatives from all liability for seeking such information. I understand that the Township of Deptford is an equal-opportunity employer and does not discriminate in its hiring practices. I understand that the Township of Deptford will make reasonable accommodations as required by the Americans with Disabilities Act and New Jersey Law Against Discrimination. I understand that, if employed, I may resign at any time and that the Township of Deptford may terminate me at any time in accordance with its established policies and procedures. No representatives of the Township of Deptford 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. *For your application to be considered, you must sign and date below.*

Applicant's Signature _____ Date _____

CONDITIONS OF EMPLOYMENT:

Please be advised that all offers of employment are conditional 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 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 the 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 _____