

Job Application for Girard Township

Instructions: Please type or print clearly in blue or black ink. Answer all questions.

Name: _____ Social Security #: _____

Address: _____ Home Phone: __ (____) _____

City: _____ State: _____ Zip Code: _____

Email address: _____ Mobile Phone: __ (____) _____

Position applying for: _____

Have you worked for Girard Township or any other municipality in Pennsylvania: Yes ___ No ___

If you are a minor under age 18, do you have a certificate of age or employment as this position requires 35 hours a week? Yes ___ No ___

Education:

Name and Address	Major	Degree/Diploma
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High School(s): _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

College: _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Trade/Vocational or Business School(s): _____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

(If more space is needed for additional training)

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

SPECIAL SKILLS AND QUALIFICATIONS: List job related licenses, skills, training, honors, awards and any special accomplishments that you feel may be beneficial to this position. _____

Employment History: (Start with most recent or current position please.)

1.) From (dates): _____ to _____
Employer: _____ Supervisors: _____
Address: _____ City, State, Zip: _____
Phone Number: _____ May we contact if currently employed? Yes ___ No ___
Beginning Salary or Hourly Wage (circle one): _____ Ending/Current: _____
General Responsibilities: _____

Reason for leaving or seeking other employment: _____

2.) From (dates): _____ to _____
Employer: _____ Supervisors: _____
Address: _____ City, State, Zip: _____
Phone Number: _____ May we contact if currently employed? Yes ___ No ___
Beginning Salary or Hourly Wage (circle one): _____ Ending/Current: _____
General Responsibilities: _____

Reason for leaving or seeking other employment: _____

3.) From (dates): _____ to _____
Employer: _____ Supervisors: _____
Address: _____ City, State, Zip: _____
Phone Number: _____
Beginning Salary or Hourly Wage (circle one): _____ Ending/Current: _____
General Responsibilities: _____

Reason for leaving or seeking other employment: _____

4.) From (dates): _____ to _____
Employer: _____ Supervisors: _____
Address: _____ City, State, Zip: _____
Phone Number: _____
Beginning Salary or Hourly Wage (circle one): _____ Ending/Current: _____
General Responsibilities: _____

Reason for leaving or seeking other employment: _____

References: (Please exclude relatives and former employers.)

Name/Title	Address	Phone Number(s)	Occupation
1.) _____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
2.) _____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
3.) _____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

I certify that the information contained in this application is true and complete to the best of my knowledge and understand that any false information on this application may be grounds for not hiring me or termination if hired and revealed at a later date.

Signature: _____ Date: _____

If you have a resume, please attach it to this application.

Girard Township is an equal opportunity employer.

Thank you for your interest in employment with Girard Township.
Applications and resumes can be dropped off in person or mailed to:

Girard Township
10140 Ridge Road
Girard, PA 16417