



# BOROUGH OF AMBRIDGE

## APPLICATION FOR EMPLOYMENT

**Ambridge is an Equal Opportunity Employer. All qualified applicants will be considered without regard to race, color, religion, national origin, ancestry, sex, non-job related disabilities or age (40 and over). All information requested on this application form is solicited for the purpose of determining abilities and skills required for proper job placement and to facilitate verification of the information requested.**

**Instructions:** This application must be completed in its entirety  
 Please print in ink or type  
 If, because of a disability, you need assistance in completing this application form, please notify the Borough Manager, 724-266-4070.

Position Applied for:		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	
Name:			
Last	First	Middle	
Address:			
Street	City	State	Zip
Phone	Day	Night	Social Security Number
(    )	(    )		—    —
			Length of Residence

**Are you at least 18 years old?**

If no, do you have a work permit?

Yes  No  
 Yes  No

**Are you: a United States citizen or authorized to work in the United States?**

(Proof of citizenship or work authorization status will be required upon employment)

Yes  No

Have you ever filed an application with The Borough of Ambridge?

If yes, give date: \_\_\_\_\_

Yes  No

Have you ever been employed by the Borough of Ambridge?

If yes, give date: \_\_\_\_\_

Yes  No

May we contact your current employer?

If no, please identify someone familiar with your performance for your current employer that we may contact:

Yes  No

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone Number

**Can you work:**

**Evenings?**

**Nights?**

**Weekends?**

Yes  No  
 Yes  No  
 Yes  No

## EDUCATION

<b>Last High School Attended</b>	<b>Highest grade completed</b> <small>(circle one)</small> 9   10   11   12	<b>Do you have High School Diploma or G.E.D. certificate?</b>	
<b>Colleges, universities, or technical schools or apprenticeship programs:</b>			
<b>Name</b>	<b>Location</b>	<b>Number of years/months attended</b>	<b>Degree, credits, certification or licenses</b>

## MILITARY SERVICE

<b>Branch of Service:</b>	<b>Length of Service:</b>	<b>Rank at Separation:</b>
<b>Specialized Training:</b>		
<b>Discharge:</b> <input type="radio"/> <b>Honorable</b> <input type="radio"/> <b>General</b> <input type="radio"/> <b>Dishonorable</b>		

## EMPLOYMENT HISTORY

*List all prior employment, beginning with the most recent – Use additional sheets if necessary*

Employer	Job Title
Address	Description of Duties
Supervisor's Name	
Dates of Employment	Reason for Leaving
Employer	Job Title
Address	Description of Duties
Supervisor's Name	
Dates of Employment	Reason for Leaving
Employer	Job Title
Address	Description of Duties
Supervisor's Name	
Dates of Employment	Reason for Leaving

**Please feel free to attach resume or list other information on back of this page**

**Certification, Authorization and Agreement**

"I certify that the information supplied by me oaths application form and in my resume, if any, is true and complete and does not contain any falsifications, omissions or concealment's of material fact. I authorize Ambridge to investigate the truth of this information and of any other information I may supply during a pre-employment interview. I further authorize every school, employer, person and agency identified by me on this form or in my resume to release any and all verifying information Ambridge may solicit from it or them. I further authorize Ambridge to investigate my criminal history and other aspects of my personal history, including my character and general reputation. If my application is denied in whole or in part because of information contained in a criminal history records report, Ambridge will so advise me."

"I hereby release all law enforcement agencies, my former employers, all education institutions and programs and every other person identified by me on this form or in my resume from liability for any damage or injury to me arising out of the release of information requested by Ambridge."

"I understand and agree that Ambridge's acceptance of this employment application does not constitute any promise, express or implied, that I will be hired. I further understand that Ambridge does not guarantee anyone employment for any specific length of time. I therefore agree that, if I am hired, my employment may be terminated by either me or by Ambridge at any time without notice or cause, subject to any rights I may have available under a collective bargain agreement."

"I further understand and agree that any offer of employment Ambridge may make to me (and, if I am hired, my continued employment) will be contingent upon my submission of evidence verifying that I am authorized to work in the United States and may be contingent upon my taking and passing physical examinations, background checks and/or drug tests."

"I certify that I am not a party to any contract or other obligation which would limit, interfere with or restrict my ability to work for Ambridge in any way."

**"I hereby acknowledge that I have read this section of the employment application and fully understand the meaning and effect of signing this form.**

Borough of Ambridge

600 Eleventh Street

Ambridge, Pa. 15003

724-266-4070

\_\_\_\_\_

Signed (Must Sign)

\_\_\_\_\_ Date

Ambridge is an Equal Opportunity Government

References	