

**FOR OFFICE USE ONLY**

Date Received: \_\_\_/\_\_\_/\_\_\_

Received By: \_\_\_\_\_



**APPLICATION FOR EMPLOYMENT**

Date: \_\_\_/\_\_\_/\_\_\_

The MPWC has a residency requirement which all employees are required to know and follow as a condition of employment. The Commission is committed to this policy and requires strict adherence. "Residency" within this policy is only achieved by an employee having their regular ordinary and permanent place of domicile within the territorial limits of Merchantville Borough and Pennsauken Township. Residency is more than a nominal domicile – it is the place which the employee regards as him or her home.

Name: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Years at Address: \_\_\_\_\_

Position Applied For: \_\_\_\_\_

Salary Requirement: \_\_\_\_\_

Are you at least 17 years of age?  YES  NO

Are you willing to submit to a physical examination?  YES  NO

**EDUCATION:** Please indicate schools & highest grade/level completed, year of graduation and degrees.

High School: \_\_\_\_\_

College: \_\_\_\_\_

Vocational/Technical Schools: \_\_\_\_\_

Specialized training education or licenses: \_\_\_\_\_

Do you have a current, valid NJ Driver's License?  YES  NO

Has your license ever been revoked?  YES  NO

If yes, please explain: \_\_\_\_\_

**REFERENCES:**

Personal - Please give three (3) personal references (do not include relatives or former employers):

| <u>Name</u> | <u>Address</u> | <u>Phone Number</u> |
|-------------|----------------|---------------------|
| _____       | _____          | _____               |
| _____       | _____          | _____               |
| _____       | _____          | _____               |

**Employment** – Please list former employers (most recent first):

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Salary: \_\_\_\_\_ Date Started: \_\_\_/\_\_\_/\_\_\_ Date Left: \_\_\_/\_\_\_/\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Duties: \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Salary: \_\_\_\_\_ Date Started: \_\_\_/\_\_\_/\_\_\_ Date Left: \_\_\_/\_\_\_/\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Duties: \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Salary: \_\_\_\_\_ Date Started: \_\_\_/\_\_\_/\_\_\_ Date Left: \_\_\_/\_\_\_/\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Duties: \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Salary: \_\_\_\_\_ Date Started: \_\_\_/\_\_\_/\_\_\_ Date Left: \_\_\_/\_\_\_/\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Duties: \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
Address: \_\_\_\_\_  
Salary: \_\_\_\_\_ Date Started: \_\_\_/\_\_\_/\_\_\_ Date Left: \_\_\_/\_\_\_/\_\_\_  
Reason for Leaving: \_\_\_\_\_  
Duties: \_\_\_\_\_

*The statements which I have made in this application are true and complete. I hereby authorize the Merchantville-Pennsauken Water Commission to request information relative to this application from the employers and personal references which I have listed. I understand that, if I am hired, I will be requested to serve a probationary period of three months from the date my employment begins.*

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date