

Employment Application
Town of Warwick
12 Athol Road
Warwick, MA 01378

1. _____
Last First Middle Social Security Number

2. Permanent address: _____
 Street City State Zip

3. Permanent home phone number: () _____

4. Work Phone number: () _____

5. Application for Position of: _____

6. *Please check the appropriate box:* _____ Full-time position Part-time position _____

a. Have you reviewed the job description? (Check one): yes _____ No _____

7. Are you physically able to perform the duties or job for which you are applying

Please check the appropriate box yes _____ no _____

8. Are you presently employed? Please check appropriate box: yes _____, no _____

If yes, please provide name of employer and their phone number.

Employer: _____ Employer's Phone Number () _____

9.

Dates of Employment	Name of Employer	Position Title	Phone Number
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

10. When will you be available to work? _____

11. (A) Have you ever been disciplined, discharged, or asked to resign from a prior position? Please check appropriate box: Yes _____ No _____

(B) Have you ever been found guilty of (or pleaded no contest or nolo contendere to) any criminal offense involving sexual abuse of another person?

Yes _____ No _____

(C) Have you (a) ever been convicted of (or pleaded guilty, or entered a plea of 'no contest' or 'nolo contendere' to) any crime or criminal offense?

You do not have to list (I) an arrest or disposition in which no conviction resulted. (II) a first conviction for any of the following misdemeanors; drunkenness, simple assault, speeding minor traffic violations, affray, or disturbance of the peace. (III) if you have not been convicted of any other offense within the past five years, a misdemeanor conviction which occur more than five years ago (or in which the completion of incarceration occurred more than five years ago, which ever is later).

Yes _____ No _____

If you have answered "yes" to any one of the previous questions, please explain, in detailed, the circumstances on a separate sheet of paper including the date of the court action, the offense in questions, and the address of the court involved) and attach it to this application.

12. Have you ever been employed by the Town of Warwick? ____ Yes ____ No If yes, give position held and the dates of employment:

_____ (Position) _____ Date(s)

13. EDUCATION

Name & Address	Program or Course	Degree	Major	Year of Grad.	Dates Attd.	Sem/ Hours
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High School _____

College/Univ. (Under Grad) _____

Graduate School _____

Add'l courses and workshops _____

14. Additional information: Candidate may use another sheet of paper to add any significant information for employment, volunteer, military, civil, or other life experienced not included elsewhere.

REFERENCE: Please list 3 people who are able to give information relative to your qualifications for the indicated position.

Full Name	Present Address	Position Title	Telephone No.
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

FACTORS SUCH AS SEX, RACE, COLORS, NATIONAL ORIGIN, LAWFUL POLITICAL OR EMPLOYEE'S ORGANIZATION AFFILIATION, AGE, MARITAL STATUS OR NON-DISQUALIFIED HANDICAPPED ARE NOT CONSIDERATIONS IN EVALUATING THE QUALIFICATIONS OF AN EMPLOYEE OR CANDIDATE.

I hereby do () do not () authorized Warwick Town Officials or their designee(s) to verify any of the information provided on this application and I hereby do () do not () authorize any former or current employer and educational institution I have attended, or agency to provide information from my record in conjunction with my application for employment in the Town of Warwick.

Signature of Applicant

Date

NOTES:

- 1. Three recent recommendations may be requested in processing this application.**
- 2. Interviews will be arranged with selected candidates on the basis on qualification, experience, and education.**
- 3. Submission of false information will be considered for rejection of applicant, voiding any employment offer of employment, or termination of employment.**
- 4. Application will not be considered unless complete.**