



Riverside Township  
 P.O. Box 188  
 Riverside, NJ 08075  
 (856) 461-1460



## APPLICATION FOR EMPLOYMENT

### READ CAREFULLY PRIOR TO FILLING OUT APPLICATION

NOTICE: N.J.S. 2C:28-3a *A person commits an offense if he/she makes a written false statement which he does not believe to be true, on or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable.*

INSTRUCTIONS: Read every question carefully. Answer every question, and leave no blank spaces. If a question does not apply to you, notate as such. ***A candidate who intentionally makes a false statement of a material fact or practiced, or attempted to practice any deception or fraud in this application, in any examination, or in securing eligibility for appointment will be removed from the hiring process.*** The candidate shall personally prepare this application. All entries, except the signature must be PRINTED legibly. If space available for answering question is insufficient, use a separate sheet of paper, attach it to the corresponding page and precede each answer with the corresponding page number and section of the question being answered.

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<b>Last Name</b>	<b>First Name</b>	<b>Middle Name</b>
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<b>Home Address</b>	<b>City</b>
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<b>County</b>	<b>State</b>	<b>Zip Code</b>
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**Position Applying For:** \_\_\_\_\_

**Date Available to Start:** \_\_\_\_\_

**Type of Work:** \_\_\_ Full time \_\_\_ Part time \_\_\_ Shift Work \_\_\_ Temporary

**Are you on layoff status and subject to recall?** \_\_\_ Yes \_\_\_ No

\*\*Below Dates to be Filled Out by Township Employee Only\*\*

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Date Issued to Applicant: \_\_\_\_\_ Date/Time Returned by Applicant: \_\_\_\_\_

**Initial this page to indicate that you have provided complete and accurate information** \_\_\_\_\_



**Section II. RESIDENCE**

Current residence:

_____		_____		
	Number	Street/ Avenue		
_____				
City	County	State	Zip Code	Telephone Number

Length of time at current location: \_\_\_\_\_

**Section III. EDUCATION**

\_\_\_ **General Equivalency Diploma**

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

School: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Month Year Month Year  
Concentration/Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Rank: \_\_\_\_\_

\_\_\_ **Undergraduate Degree:**

School: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Month Year Month Year  
Concentration/Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Rank: \_\_\_\_\_

\_\_\_ **Masters Degree:**

School: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Month Year Month Year  
Concentration/Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Rank: \_\_\_\_\_

\_\_\_ **Other:**

School: \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
Month Year Month Year  
Concentration/Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Rank: \_\_\_\_\_

**Section IV. EMPLOYMENT**

Have you ever been fired or terminated from any employment? Explain:

\_\_\_\_\_

**Employment**  
**(List Most Recent Employer First)**

**Company Name**                      **Address**                      **City/State/Zip**                      **Phone Number**

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Supervisor(s): \_\_\_\_\_ Contact #: \_\_\_\_\_

Date hired: \_\_\_\_\_ Job Title: \_\_\_\_\_

Duties: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

**Company Name**                      **Address**                      **City/State/Zip**                      **Phone Number**

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Supervisor(s): \_\_\_\_\_ Contact #: \_\_\_\_\_

Date hired: \_\_\_\_\_ Job Title: \_\_\_\_\_

Duties: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

**Company Name**                      **Address**                      **City/State/Zip**                      **Phone Number**

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Supervisor(s): \_\_\_\_\_ Contact #: \_\_\_\_\_

Date hired: \_\_\_\_\_ Job Title: \_\_\_\_\_

Duties: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_

**List any Special Skills and/or Experiences:**

\_\_\_\_\_

\_\_\_\_\_

**\*\*\*Continue with additional employment on a separate sheet of paper\*\*\***  
**\*\*\*Explain any gaps in employment\*\*\***

**Section V. MILITARY SERVICE**

Have you ever served in an active military organization of the United States? Yes or No \_\_\_\_\_

If yes, give details:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Branch of service: \_\_\_\_\_ Rank held: \_\_\_\_\_ Service serial number: \_\_\_\_\_

How many periods of active military service have you had ( enlistments or recalls)

Give periods or period of active service:

From \_\_\_\_\_ to \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

Have you ever been ACCUSED or CHARGED with a criminal act(s) as it relates to Domestic Violence? Yes or No

\_\_\_\_\_ If Yes, provide date/details:

\_\_\_\_\_  
\_\_\_\_\_

Have you ever been the subject of an emergency protective order/temporary or final restraining order?

Yes or No \_\_\_\_\_ If Yes, provide date/details: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Have you or your spouse/partner ever been referred to Child Protective Services or the Department of Children and Families? Yes or No \_\_\_\_\_ If Yes, provide details (include names/dates/locations):

\_\_\_\_\_  
\_\_\_\_\_

Have you ever been arrested or charged with a crime, disorderly persons offense or a local ordinance involving mor turpitude? Yes or No \_\_\_\_\_

Employment is conditional upon the results of the criminal background check. An answer of Yes may disqualify you from employment depending upon the circumstances involved. If "Yes", Please explain below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List all the languages you are fluent in (can speak, read, write) and years fluent in that language:

\_\_\_\_\_

**STATE OF NEW JERSEY  
COUNTY OF BURLINGTON  
TOWNSHIP OF RIVERSIDE**

I, \_\_\_\_\_ Being duly sworn, depose and  
(CANDIDATE)

say I am the above person. I signed the foregoing statement. I personally read and printed by hand, answers to each and every question therein and I do solemnly swear that each and every answer is full, true and correct in every respect.

\_\_\_\_\_  
Applicant sign here

Application mailed or delivered on \_\_\_\_\_

DO NOT WRITE BELOW THIS LINE

DATE \_\_\_\_\_

\_\_\_\_\_  
Township Employee Accepting Application