

**TOWN OF HINGHAM
EMPLOYMENT APPLICATION**



POSITION APPLIED FOR: _____

NAME _____
Last First Middle

ADDRESS: _____

TELEPHONE: _____

Best time to contact you at home is: _____

If you are under 18 years of age, can you provide proof of work eligibility? _____

Have you ever been employed by us before? If yes, when _____

Have you ever been employed by a public agency or municipality in Massachusetts? _____ If yes, where and when _____

Are you currently employed? _____ May we contact you at work? _____

Are you prevented from lawfully becoming employed in this country because of Visa or immigration status? _____ *Proof of citizenship or immigration status will be required upon employment.*

Are you able to perform the essential job-related functions? _____ (see Job Description)

Have you been convicted of a felony in the last seven years? _____ If yes, please explain.

Within the last five years have you been convicted of a misdemeanor that was not a first offense for drunkenness, simple assault, speeding, minor traffic violation, affray, or disturbing the peace?
 _____ If yes, please explain. _____

EDUCATION

	Name & Address	Course of Study	Years Completed	Degree
High School				
College				
Graduate or Professional				
Other				

LICENSES & CERTIFICATE

Type	Licensing Authority	Number	Expiration

EMPLOYMENT HISTORY: *List your last four jobs, starting with your current or last job. Include any job related military service assignments. You may submit a resume in addition to completing this section.*

Employer Name & Address	Job Title	Dates of Employ	Supervisor Name & Phone Number	Reason for Leaving

PERSONAL/PROFESSIONAL REFERENCES: *Do not include family members.*

Name & Address	Phone

ADDITIONAL INFORMATION: *List below any specialized training or job related skills acquired through military, civic, business or other activity, paid or unpaid.*

State any additional information which might be helpful to us in considering your application.

I certify that the above information is correct and complete to the best of my knowledge. I agree that any misrepresentation or omission of pertinent facts may be considered cause for termination or the withdrawal of any offer of employment. Further I agree to take a pre-employment physical by the Town physician if required for my position and realize that any offer for employment may be contingent upon the results of such an examination.

Signature of Applicant: _____ Date : _____

The Town of Hingham is an equal opportunity employer M/F/D/V and does not discriminate based on race, gender, national origin, age, disability, marital or veteran status, sexual preference or any other legally protected status.