

TOWN OF GRISWOLD
EQUAL OPPORTUNITY EMPLOYER
APPLICATION FOR EMPLOYMENT

Town Hall - Office of the Frist Selectman
P.O. Box 369
28 Main Street
Jewett City, CT 06351
Phone: 86- 376-7060 ext. 201

APPLICANT INFORMATION

Last Name _____ First Name _____ M.I. _____ Date _____
Street Address _____ Apartment/unit _____
City _____ State _____ Zip _____
Home Phone _____ Cell Phone _____ Email Address _____
Date Available _____ Social Security No _____ Desired Salary _____
Position Applied for _____
Are you a citizen of the United States? Yes No If no, are you authorized to work in the United States ? Yes No
Have you ever worked for this company? Yes No If so, when? _____
Have you ever been convicted of a felony? Yes No If so, when? _____

EDUCATION

High School _____ Address _____
From _____ To _____ Did you graduate? Yes No Degree _____
College _____ Address _____
From _____ To _____ Did you graduate? Yes No Degree _____
Other Training _____ Address _____
From _____ To _____ Did you graduate? Yes No Degree _____

REFERENCES

Please List Three Professional References

Full Name _____ Relationship _____
Company _____ Phone Number _____
Address _____

Full Name _____ Relationship _____
Company _____ Phone Number _____
Address _____

Full Name _____ Relationship _____
Company _____ Phone Number _____
Address _____

PREVIOUS EMPLOYMENT

Company _____ Phone Number _____
Address _____ Supervisor _____
Job Title _____ Starting Salary \$ _____ Ending Salary \$ _____
Responsibilities _____
From _____ To _____ Reason for Leaving _____
May we contact your previous supervisor for a reference ? Yes No

Company _____ Phone Number _____
Address _____ Supervisor _____
Job Title _____ Starting Salary \$ _____ Ending Salary \$ _____
Responsibilities _____
From _____ To _____ Reason for Leaving _____
May we contact your previous supervisor for a reference ? Yes No

Company _____ Phone Number _____
Address _____ Supervisor _____
Job Title _____ Starting Salary \$ _____ Ending Salary \$ _____
Responsibilities _____
From _____ To _____ Reason for Leaving _____
May we contact your previous supervisor for a reference ? Yes No

Company _____ Phone Number _____
Address _____ Supervisor _____
Job Title _____ Starting Salary \$ _____ Ending Salary \$ _____
Responsibilities _____
From _____ To _____ Reason for Leaving _____
My we contact your previous supervisor for a reference ? Yes No

OTHER EXPERIENCE AND TRAINING

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowlege.
If this application leads to employment, I understand that false or misleading information in my application or intrview may result in my release.

Signature _____ Date _____

We request that you fill in the following information in order to assist our equal employment opportunity efforts. This information is voluntary and will in no way affect the processing of your application or of your being considered for employment. Federal law prohibits unlawful discrimination on the basis of race, color, sex, age, national origin, religion or disability.

Do not include your name on this page.

Date of Birth

Position _____

(Month) (Day) (Year)

Gender

Male Female

How did you learn about this position?

- Electronic/computer posting
- Paper vacancy posting
- Newspaper
- Other: _____

ETHNIC GROUP

- White (non-Hispanic; includes Arabians)
- Black (non-Hispanic; includes Jamaicans, Bahamians and other Caribbean peoples of African but not Hispanic or Arabian descent)
- Hispanic (includes persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish origin/culture)
- Asian (includes Pacific Islanders, Pakistanis and Indians)
- American Indian (includes Alaskan natives)
- Other (if you feel you do not fit into one of the above categories please elaborate) _____

DISABILITY - Information reported on this form will be kept confidential as required by law.

As defined by the Americans with Disabilities Act (1990), "Disability means with respect to an individual, (1) a physical or mental impairment that substantially limits one or more of the major life activities of such individual; (2) a record of such impairment, or (3) being regarded as having such an impairment:

Are you an individual with a disability, as defined above? if YES, check all that apply.

- | | |
|---|--|
| A <input type="checkbox"/> None/Prefer not to report | G <input type="checkbox"/> Respiratory impairment |
| B <input type="checkbox"/> Blind or severely visually impaired | H <input type="checkbox"/> Nervous system/Neurological disorder |
| C <input type="checkbox"/> Deaf or severely hearing impaired | i <input type="checkbox"/> Mentally restored |
| D <input type="checkbox"/> Loss or limited use of arms and/or hands | j <input type="checkbox"/> Mental retardation |
| E <input type="checkbox"/> Non-ambulatory (must use a wheelchair) | K <input type="checkbox"/> Learning Disability |
| F <input type="checkbox"/> Other orthopedic impairment (including amputation, arthritis, back injury, cerebral palsy, spina bifida, etc) | L <input type="checkbox"/> Other (please specify) _____ |

MILITARY SERVICE

Have you served honorably in the Armed Forces of the United States on active duty for reasons other than training

Yes No

If YES, do you wish to declare a service-connected disability? Yes No

If YES, are you a Vietnam , a Desert Storm/Shield , or other veteran (please specify) _____

Are you a member of the Military Reserves? Yes No

If YES, please provide your Branch _____ and Rank: _____