



TOWN OF EAST WINDSOR
11 Rye Street
Broad Brook, Connecticut 06016

www.eastwindsorct.com

APPLICATION FOR EMPLOYMENT

The Town of East Windsor is an Equal Opportunity Employer and Considers Applicants for All Positions
Without Regard to Race, Color, Sex, Age, Disability or Other Legally Protected Status.

Position applying for: _____ Date: _____

Name: _____
(Last) (First) (Middle)

Address: _____
(Street) (Town/City) (State) (Zip)

Home Phone: _____ Work Phone: _____ Cell Phone: _____

PERSONAL INFORMATION

Are you either a U.S. citizen or an alien authorized to work in the United States? YES _____ NO _____
(Must provide documentation if hired)

Are you 18 years of age or older? YES _____ NO _____

Have you ever filed an application with us before? YES _____ NO _____ If YES, when _____

How did you hear about this position? Newspaper Website Other _____

EDUCATION AND TRAINING

School	Name and Address Of School	Course of Study	Years Completed	Diploma/Degree
High School				
Technical/Trade or Business				
College or University				

Describe any specialized training, licenses, certifications and skills:

EMPLOYMENT HISTORY

In the space below, give your employment history beginning with your most recent employer.

Name of Employer: _____ Phone Number: _____

Address: _____

Supervisor (Name and Title) _____

Your Job Title: _____ Employed From: _____ To: _____

Duties and Responsibilities: _____

Reason for leaving: _____

Name of Employer: _____ Phone Number: _____

Address: _____

Supervisor (Name and Title) _____

Your Job Title: _____ Employed From: _____ To: _____

Duties and Responsibilities: _____

Reason for leaving: _____

Name of Employer: _____ Phone Number: _____

Address: _____

Supervisor (Name and Title) _____

Your Job Title: _____ Employed From: _____ To: _____

Duties and Responsibilities: _____

Reason for leaving: _____

Name of Employer: _____ Phone Number: _____

Address: _____

Your Job Title: _____ Employed From: _____ To: _____

Supervisor (Name and Title) _____

Duties and Responsibilities: _____

Reason for leaving: _____

Have you ever been fired or asked to resign from a job? YES _____ NO _____ If YES, please explain:

May we contact your present employer? YES _____ NO _____

REFERENCES

Provide the names of three (3) references who know your character, ability and experience:

Name & Title: _____ Company: _____

Address: _____ Phone Number: _____

Name & Title: _____ Company: _____

Address: _____ Phone Number: _____

Name & Title: _____ Company: _____

Address: _____ Phone Number: _____

CERTIFICATION: By signing below I certify that the information I have provided on this application is correct, complete and truthful. I realize that falsification of any of this information may be grounds for rejection of this application, or termination of employment, depending on when the falsification is discovered.

TESTING: I understand that the Town of East Windsor may require job applicants who are given a conditional job offer to successfully pass a drug test and physical.

CRIMINAL BACKGROUND CHECK: I understand that the Town of East Windsor may require all job applicants who are given a conditional job offer to successfully pass a criminal records check.

Applicant Signature: _____ Date: _____