

Borough of Hightstown
148 N. Main Street
Hightstown, New Jersey 08520

EMPLOYMENT APPLICATION

NAME:	
ADDRESS:	
TELEPHONE:	SOCIAL SECURITY #:

Position applied for: _____

Date Available: _____ Hours Available: _____

Salary Expected: _____

Shift Desired: _____ Day _____ Night _____ Afternoon _____ Any

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

Is there any legal reason that you may not be able accept employment? _____

Have you ever filed an application with us before? _____

Have you ever been employed with us before? _____

Are you currently employed? _____

May we contact your current employer? _____

Have you ever been convicted of a felony? _____

EDUCATION HISTORY

High School: _____

College: _____

Other: _____

EMPLOYMENT EXPERIENCE

Start with your present or most recent employment. Include any military service assignments and volunteer activities. You may exclude any organizations which may indicate race, color, religion, gender, national origin, handicap or other protected status.

Employer	Work Performed/Title
Name	
Address	
Telephone	
Supervisor	
Reason for Leaving	
Name	
Address	
Telephone	
Supervisor	
Reason for Leaving	
Name	
Address	
Telephone	
Supervisor	
Reason for leaving	
Name	
Address	
Telephone	
Supervisor	
Reason for leaving	

If you need additional space, please continue on a separate sheet of paper.

Special Skills and Qualifications

Borough of Hightstown Disclaimer

By submitting an application for employment with the Borough, the applicant understands and acknowledges that employees of the Borough are “at-will employees”, except for such rights as may be provided to public employees by statute, case law or applicable collective bargaining agreements, which means that the applicant will serve at the pleasure of the Borough. The Borough retains the right to terminate employment at any time for any reason, subject to statutes and cases relating to applicable bargaining agreements.

This Disclaimer concerning the “at will” status of employees may not be modified or amended in any way by oral statement or representation by any Borough officer or employee.

The applicant acknowledges that employment with the Borough is governed by the Borough Code and the Borough *Personnel Policy Manual* and that employment with the Borough is not a contract of employment, nor is it a guarantee of any particular term of employment.

Name (Please Print)

Date Signed

Signature of Applicant