



**INCORPORATED VILLAGE OF PATCHOGUE  
EMPLOYMENT APPLICATION**

We are an equal opportunity employer.

Please Print Clearly

Date: \_\_\_\_\_

SS#: \_\_\_\_\_

**PERSONAL INFORMATION**

Name: \_\_\_\_\_  
Last First Middle

Present Address: \_\_\_\_\_  
Street City State Zip

Permanent Address: \_\_\_\_\_  
Street City State Zip

Phone Number(s): \_\_\_\_\_

Referred by: \_\_\_\_\_ Are you 18 years of age or older? Yes \_\_\_\_ No \_\_\_\_

Do you have the right to permanently reside and work in the United States? Yes \_\_\_\_ No \_\_\_\_

Do you have a license to operate a motor vehicle? Yes \_\_\_\_ No \_\_\_\_ Driver's License Number: \_\_\_\_\_

Have you ever been convicted of a crime? Yes \_\_\_\_ No \_\_\_\_

If yes, please explain: \_\_\_\_\_ Date of conviction: \_\_\_\_\_

Have you ever had an on the job injury? Yes \_\_\_\_ No \_\_\_\_ If so, when \_\_\_\_\_

Nature of injury: \_\_\_\_\_

**EMPLOYMENT DESIRED**

Position: \_\_\_\_\_ Date you can start: \_\_\_\_\_ Salary desired \$ \_\_\_\_\_

Are you employed now? Yes \_\_\_\_ No \_\_\_\_ If so, may we contact your present employer? Yes \_\_\_\_ No \_\_\_\_

Have you ever applied here before? Yes \_\_\_\_ No \_\_\_\_ If yes, where? \_\_\_\_\_ When? \_\_\_\_\_

**EDUCATION**

Name / Location of School

Circle last year  
Completed

Did you graduate?

Subject Studied and  
Degree Received

Grammar School			Yes ____ No ____	
High School		1 2 3 4	Yes ____ No ____	
College		1 2 3 4	Yes ____ No ____	
Trade, Business School		1 2 3 4	Yes ____ No ____	

## GENERAL

Subjects of Special Study or Research Work: \_\_\_\_\_

Job Related Skills (typing, driver's license, etc.) \_\_\_\_\_

Activities Other Than Religious (civic, athletic, etc.) \_\_\_\_\_

*(Excludes organizations, the name or character of which indicates the race, sex, color or national origin of its members)*

**FORMER EMPLOYERS** List below your last four employers, starting with the last one first.

Date Month & Year	Name & Address of Employer	Salary (upon leaving)	Position	Reasons for Leaving
From: To:				
From: To:				
From: To:				
From: To:				

**REFERENCES** List below three persons not related to you, whom you have known at least one year.

Name	Address	Phone Number	Years Acquainted
1.			
2.			
3.			

## AUTHORIZATION

I certify that the facts contained in this application (and accompanying resume, if any), are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the Village.

I understand that any employment is conditioned on a background check. I authorize the Village to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character and general reputation to the Village, without giving me prior notice of such disclosure. In addition, I release the Village, any former employers and all references listed above from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during any interview, is intended to create an employment contract. No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon the Village unless made in writing.

I understand that filling out this form does not indicate there is a position open and does not obligate the Village to hire. If hired, I agree to abide by all Village work rules, policies and procedures. The Village retains the right to revise its policies or procedures, in whole or in part, at any time.

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_