

**TOWN OF ASHLAND
PO BOX 517
ASHLAND, NEW HAMPSHIRE 03217**

APPLICATION FOR EMPLOYMENT

Kindly complete this application and return it to the town at the above address. An incomplete application will eliminate your candidacy. We are an equal opportunity employer. We do not discriminate in hiring, promotion or other employment decisions on the basis of race, sex, color, pregnancy, religion, sexual orientation, marital status, disability, national origin or any other basis protected by law.

NAME _____

(First) _____ **(Middle)** _____ **(Last)** _____
PRESENT ADDRESS _____

PHONE NUMBER _____

POSITION APPLYING FOR: _____

Are you 18 years or older? Yes No

Are you authorized to work in the United States? Yes No

Can you perform the essential functions of the job?
with or without reasonable accommodation? Yes No

Have you applied for employment here before? Yes No
When? _____ What position? _____

Are you employed now? Yes No

If so, may we contact your employer? Yes No

Are you currently on layoff or leave from another
employer? Yes No

Have you ever been convicted of a crime (including
driving while impaired or its equivalent, but excluding
minor motor vehicle offenses) that has not been
annulled by a court of law? Yes No

If yes, explain:

Please note that conviction of a crime is not automatically a bar to employment, and factors such as nature, seriousness, and date of the offense, rehabilitation and relationship to position will be considered.

EDUCATION				
Name of School and location. Include college, graduate work and summer sessions MOST RECENT LAST	Dates Attended		DIPLOMA/DEGREE Conferred (Please indicate MAJOR AND MINOR)	Semester Hours Credit beyond degree
	From	To		
High School:				
Undergraduate				
Graduate				

EMPLOYMENT				
Employer and Location (List most recent first)	Dates Employed		Reason for leaving	Position Held
	From	To		

Other Qualifications

In addition to your work history, what other experiences, skills or qualifications would enhance your candidacy for a position with the Town of Ashland?

REFERENCES

List three people, unrelated to you, one of whom must be a recent employer who can attest to your qualifications for this position.

NAME	ADDRESS	HOME TEL. NUMBER	WORK TEL. NUMBER	OCCUPATION

The above information is true and complete to the best of my knowledge. Should the company employ me, any misrepresentation or false statement contained herein may be considered cause for possible dismissal. The company has my permission to obtain all necessary information from the references I have listed, or any other sources, concerning my prior employment, personal history or credit standing and I release all parties from any possible damages resulting from disclosing such information with or without prior written notice to me. I reserve the right to know the names and addresses of any investigative agencies used in order that I may learn the information contained in any reports furnished to the Company.

I understand this application does not constitute an employment contract of any kind. Should the Company employ me, I may resign such employment at any time at my discretion with or without prior notice and the Company may terminate my employment at any time at their discretion, with or without cause and with or without prior notice.

Date: _____ Signature of Applicant _____

f:userfiles/laura/forms