

TOWN OF MONROE • 7 FAN HILL ROAD • MONROE, CT 06468-1800

APPLICATION FOR EMPLOYMENT – RETURNING EMPLOYEE

Date: _____

Application must be filled out in its entirety for acceptance.

(PLEASE PRINT)

Summer Position(s) Reapplied For (consult job description for qualifications before applying). Copies of all certifications (e.g. LGT, WSI, SFA, AED, CPR, etc.) must be attached or application will not be accepted.

Lifeguard I _____ Lifeguard II _____ Lifeguard III _____ Head Lifeguard _____ Admissions Monitor _____
Seasonal Park Maintainer I, II _____ Seasonal Park Maintainer III _____ Seasonal Park Security/Boat Ramp _____
SFD Counselor _____ Pool/Lake Manager _____

PERSONAL INFORMATION

Name _____ Social Security# _____
Last First Middle

Present Address _____
Street City State Zip

Permanent Address _____
Street City State Zip

Phone No. _____ Are you 16 years or older? Yes [] No []

Email Address _____

Are you either a U.S. Citizen or authorized to work in the United States? Yes [] No []

EMPLOYMENT DESIRED

Position _____ Date you can start ____/____/____ Salary Desired _____

Previous Town Employment: Where _____ When _____

Can you perform the essential functions for this position with or without reasonable accommodation? _____

Table with 5 columns: Education, Name and Location of School, No. of years attended, Did you Graduate?, Subjects studied. Rows include High School or GED, College, Graduate, Trade, Business or Correspondence School.

EMPLOYEE CERTIFICATIONS AND AGREEMENTS

I authorize representatives of the Town of Monroe to obtain pertinent information from my previous employers, references, and other persons with knowledge of my work history and background. I authorize my previous employers, references, and persons with knowledge of my work history and background to provide pertinent information to the Town and hereby release all such persons and waive any and all claims, demands or causes of action whatsoever, in connection with the request for the release of such information.

I certify that the information or falsifications will be reason for withdrawal of a job offer or termination of employment whenever the omission or falsehood is discovered. I authorize any investigation into the statements I have made in this application as necessary to arrive at an employment decision.

All employees of the Town of Monroe have the right to resign from their jobs at any time, for any reason or for no reason at all, with or without advance notice. The Town retains the same right with respect to termination of any employee's employment. No manager, supervisor or other individual of the Town of Monroe has authority to make a commitment of guaranteed or continuing employment to you, and no document or publication of the Town should be interpreted to make such a guarantee. Nothing stated by the Town of Monroe, in writing or orally, during the interview and/or hiring process is to be construed as creating a contract between the applicant and the Town of Monroe.

I have read, understand and agree to the foregoing.

I recognize and acknowledge that the Town of Monroe is fully committed to a work place free from illegal drugs. In this regard, I expressly consent to a pre-employment drug test, the results of which will be considered by the Town in its decision to hire me.

Signature of Applicant _____ Date _____

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. EOE

TOWN OF MONROE

**CRIMINAL BACKGROUND CHECK REQUEST
& RELEASE FROM LIABILITY**

The position for which I am applying is a _____position.

(To be completed by Human Resources Dept.)

I understand that the position for which I am being considered requires having and maintaining a satisfactory criminal background check as a condition of my employment. I agree to allow the Town of Monroe to check my record prior to hire and to check it periodically thereafter. I further agree to report immediately to my supervisor any offenses after I am hired that may affect my employment.

I understand that the Town of Monroe will use this information for employment purposes only and not furnish this information to a third party without my written consent.

I agree to release the Town of Monroe, its employees, and those who supplied you with the information from any liability for any damage which may result from furnishing the requested information or my failure to be hired for the position for which I am applying.

Please print legibly

Print Name

Social Security Number

Date of Birth

Signature

Date