EMPLOYMENT APPLICATION
CITY OF NASHUA
229 MAIN STREET, NASHUA NH 03061-2019
AN EQUAL OPPORTUNITY EMPLOYER

****

NAME: _____

ADDRESS: _____ CITY: _____

STATE/ZIP: _____ TELEPHONE: _____

POSITION YOU ARE APPLYING FOR: 1. _____ 2. _____

ARE YOU A FORMER CITY EMPLOYEE? YES_____ NO_____

ARE YOU A U.S. CITIZEN? YES_____ NO_____

IF NO, ARE YOU LAWFULLY EMPLOYABLE IN THE U.S. AS A LEGAL ALIEN? YES____NO___

ARE YOU AT LEAST 18 YEARS OF AGE? YES_____ NO_____

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EDUCATION / TRAINING / SKILLS

HIGHEST GRADE COMPLETED: (circle one) 6 7 8 9 10 11 12 13 14 15 16

NAME AND ADDRESS OF HIGH SCHOOL : _____

IF YOU ATTENDED A COLLEGE, UNIVERSITY OR OTHER SECONDARY EDUCATION INSTITUTION, PLEASE COMPLETE THE FOLLOWING:

1. NAME AND ADDRESS OF SCHOOL: _____

   MAJOR: _____ DEGREE RECEIVED: _____ DATE: _____

2. NAME AND ADDRESS OF SCHOOL: _____

   MAJOR: _____ DEGREE RECEIVED: _____ DATE: _____

PLEASE DESCRIBE ANY SPECIALIZED TRAINING/QUALIFICATIONS YOU WOULD LIKE US TO CONSIDER. (Please include skills or volunteer experience as it relates to this job) _____

_____

_____

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REFERENCES: List supervisors and others familiar with your work (if additional space is needed, attach separate sheet).

1. NAME: _____ TITLE: _____

   COMPANY & ADDRESS: _____ TELEPHONE: _____

2. NAME: _____ TITLE: _____

   COMPANY & ADDRESS: _____ TELEPHONE: _____

3. NAME: _____ TITLE: _____

   COMPANY & ADDRESS: _____ TELEPHONE: _____

(please complete other side)

EMPLOYMENT EXPERIENCE
(Most recent first)

1. COMPANY NAME: _____ DATE HIRED: _____

ADDRESS: _____ DATE LEFT: _____

JOB TITLE: _____ SALARY: _____

DUTIES: _____

_____

2. COMPANY NAME: _____ DATE HIRED: _____

ADDRESS: _____ DATE LEFT: _____

JOB TITLE: _____ SALARY: _____

DUTIES: _____

_____

3. COMPANY NAME: _____ DATE HIRED: _____

ADDRESS: _____ DATE LEFT: _____

JOB TITLE: _____ SALARY: _____

DUTIES: _____

_____

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HAVE YOU EVER SERVED IN THE U.S ARMED FORCES? YES_____ NO_____

IN WHICH BRANCH DID YOU SERVE? _____

WHAT TYPE OF EDUCATION DID YOU RECEIVE IN THE MILITARY? _____

_____

HAVE YOU EVER BEEN CONVICTED OF A CRIME OR MOTOR VEHICLE VIOLATION?
YES_____ NO_____ IF YES, PLEASE DESCRIBE (include date): _____

_____

PLEASE READ CAREFULLY
APPLICANT'S CERTIFICATION AND AGREEMENT

I hereby certify that the foregoing statements are made truthfully and that the information is correct to the best of my knowledge and belief. I understand that any misrepresentation on this application and attached resume may result in refusal or separation from employment. You are hereby authorized to make any investigation of my personal history through any investigative or agencies or bureaus of your choice.*

SIGNED _____ DATE _____

*NOTE: The provisions of the Fair Credit Reporting Act may be applicable if a credit report on the applicant is revised.

W:\appada.492; Revised April 1992 per ADA.