

# APPLICATION FOR EMPLOYMENT

BOROUGH OF WASHINGTON  
RECREATION DEPARTMENT

[recsecretary@washingtonboro-nj.org](mailto:recsecretary@washingtonboro-nj.org)

908-689-3600 ext. 136

We are an Equal Opportunity Employer. We consider applications for all positions without regard to race, color, religion, creed, sex, national origin, disability, sexual orientation, citizenship status or any other legally protected status.

Position(s) Applied For: \_\_\_\_\_ Date: \_\_\_\_\_

How Did You Learn About Position?  Friend  Relative  Facebook  Other

Name: \_\_\_\_\_ Soc Sec. # \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Best time to contact you is \_\_\_\_\_

Date Available to Start: \_\_\_\_\_

Type of Employment Desired:  Part Time  Full Time  Seasonal (Summer)

Availability:  Day  Evenings  Weekends

Have you ever filed an application with us before?  Yes  No

If yes, when? \_\_\_\_\_

Were you previously employed by us?  Yes  No

If yes, when? \_\_\_\_\_

Do any friends or relatives other than a spouse work here?  Yes  No

Are you currently employed?  Yes  No

Are you legally able to be employed in the United States?  Yes  No

Proof of citizenship or immigration status will be required upon employment.

If under 18, can you provide required proof of work eligibility?  Yes  No

All working papers and permissions will be required upon employment.







Can you perform the essential functions of the job for which you are applying, either with or without reasonable accommodation?      Yes       No

**Applicants Statement**

I authorize Washington Borough Recreation to contact each former employer, reference, firm or corporation. I authorize any of these persons to give all information concerning work-related items and I release all parties from liability for any damage that may result from furnishing same to you. I understand that anyone over the age of 18 is subject to a background check before beginning employment. I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed; falsified statements on this application shall be grounds for dismissal. I understand that this employment application shall be considered active for a period not to exceed 45 days, at which point I must inquire about applying again. I also understand that if accepted by Washington Borough Recreation, my employment is voluntarily entered into "at will" and I am free to resign at any time. Similarly, Washington Borough Recreation is free to conclude my employment at any time without cause. I further recognize that this application is not a contract and cannot create a contract and that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization. I understand that I am required to abide by all rules and regulations of Washington Borough Recreation.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**DO NOT WRITE BELOW**

Arrange for an interview:      Yes       No

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Interview By: \_\_\_\_\_

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

Job Title: \_\_\_\_\_

Salary/Wage: \_\_\_\_\_

Hired:    Yes       No

Date Employment Begins: \_\_\_\_\_

By: \_\_\_\_\_  
(Recreation Dept.)

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

By: \_\_\_\_\_  
(Borough Manager)

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