



Town of Farmington  
356 Main Street  
Farmington, NH 03835  
603-755-2208  
fax: 603-755-9934

### Employment Application

*Programs, services and employment are available equally to everyone. Please inform the Human Resources Department if you require reasonable accommodations to the application or interview.*

Date of application: \_\_\_\_\_  
Position applied for: \_\_\_\_\_

#### APPLICANT DATA:

Last name: \_\_\_\_\_  
First name: \_\_\_\_\_  
Middle: \_\_\_\_\_  
Social Security number: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ Zip code: \_\_\_\_\_  
Phone number: ( ) \_\_\_\_\_ Alternate phone number: ( ) \_\_\_\_\_  
E-mail address: \_\_\_\_\_

How were you referred to us? \_\_\_\_\_

Date available to start: \_\_\_\_\_

Salary requirement: \_\_\_\_\_

If you are under 18 and we require a work permit, can you furnish one? yes no

If no, please explain: \_\_\_\_\_

Have you ever worked for the Town of Farmington? yes no If yes, when? \_\_\_\_\_

Are you a citizen of the United States? yes no If no, do you have papers? yes no

Type of employment desired: Full time Part time Temporary Seasonal

Have you ever plead guilty or no contest to or been convicted of a crime? yes no

If yes, please give details: \_\_\_\_\_

*Answering yes to these questions does not constitute an automatic rejection to employment. Date of the offense, seriousness and nature of the violation, rehabilitation and position applied for will be consideration.*

#### EDUCATION:



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High School: \_\_\_\_\_  
Address: \_\_\_\_\_  
# of years completed: \_\_\_\_\_ Did you graduate? yes no Degree: \_\_\_\_\_  
Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Class rank: \_\_\_\_\_

College/University: \_\_\_\_\_  
Address: \_\_\_\_\_  
# of years completed: \_\_\_\_\_ Did you graduate: yes no Degree: \_\_\_\_\_  
Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Class rank: \_\_\_\_\_

Other: \_\_\_\_\_  
Address: \_\_\_\_\_  
# of years completed: \_\_\_\_\_ Did you graduate: yes no Degree: \_\_\_\_\_  
Major: \_\_\_\_\_ GPA: \_\_\_\_\_ Class rank: \_\_\_\_\_

**REFERENCES**

*Please furnish the names, addresses and telephone numbers of two people to whom you are not related and by whom you have been employed:*

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone number: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Phone number: \_\_\_\_\_

**SUMMARIZE YOUR SPECIAL SKILLS OR QUALIFICATIONS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PREVIOUS EMPLOYMENT (begin with your most recent position)**

Dates of employment: from \_\_\_\_\_ to \_\_\_\_\_  
Position(s) held: \_\_\_\_\_  
Firm: \_\_\_\_\_ Address: \_\_\_\_\_



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Phone: ( ) \_\_\_\_\_ Supervisor: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Starting salary and title: \_\_\_\_\_

Ending title and salary: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer for reference? yes no

Dates of employment: from \_\_\_\_\_ to \_\_\_\_\_

Position(s) held: \_\_\_\_\_

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

Phone: ( ) \_\_\_\_\_ Supervisor: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Starting salary and title: \_\_\_\_\_

Ending title and salary: \_\_\_\_\_

Reason for leaving: \_\_\_\_\_

May we contact this employer for reference? yes no

*I certify that my answers are complete to the best of my knowledge. I authorize you to make such investigations and inquiries of my personal, employment, educational, financial, or medical history and other related matters as may be necessary for an employment decision. I hereby release employers, schools or persons from all liability in responding to inquiries in connection with my application.*

*In the event I am employed, I understand that false or misleading information given in my application or interview(s) may result in discharge.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_