

BOROUGH OF REYNOLDSVILLE

Employment Application

460 Main Street - Ste. 5
Reynoldsville, PA 15851
Phone: (814) 653-2110
Fax: (814) 653-8200
Email: office@reynoldsvilleborough.org

Equal Employment Opportunity Employer The Borough of Reynoldsville recognizes and embraces the concept of equal opportunity. It is the Borough of Reynoldsville's policy to recruit and hire all persons without regard to race, color, religion, sex, national origin, marital status, age, or non-job-related physical or mental handicap or disability. Completion of this application does not guarantee any applicant an interview or employment with the Borough of Reynoldsville.

Personal Data

Name: _____

Phone Number: _____

Present Address: _____

Have you ever been employed by the Borough of Reynoldsville? () Yes () No

If yes, when? _____

What department? _____

Reason for leaving: _____

Have you ever been convicted of a crime other than a traffic violation? () Yes () No

Job Interest

() Full-Time () Part-Time () Other

Position Desired: _____

Are you willing to work night shifts? () Yes () No

Are you willing to work weekends? () Yes () No

Education

Name and Location of School

Course/Degree

High School

College

Trade/Business

Certifications

Other Education, Training, and Skills: _____

Machines You Can Operate (Office and Factory): _____

Employment History

Please list your most recent job first. Account for all time, including unemployment. *List additional employment on the back of this page.*

Name of Employer: _____

Dates Employed: _____ Job Title: _____

Name of Supervisor: _____ May we contact? ()yes; ()no

Name of Employer: _____

Dates Employed: _____ Job Title: _____

Name of Supervisor: _____ May we contact? ()yes; ()no

Name of Employer: _____

Dates Employed: _____ Job Title: _____

Name of Supervisor: _____ May we contact? ()yes; ()no

References

Name	Address	Phone Number
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| 1. | | |
| 2. | | |
| 3. | | |

Applicant Certification and Agreement

I certify that all of the statements made in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I understand that if employed, falsified statements on this application shall be considered cause for dismissal.

Applicant Signature: _____ **Date:** _____

For Police applicants - Please complete page 4

For Borough Use Only

Interviewed By: _____

Date: _____

Job Title: _____

Date Hired: _____

Starting Date: _____

Wage Rate: _____

Police Officer Applicants Only

(Complete this section only if applying for the position of a police officer.)

Have you attended an approved PA Municipal Police Officers Training Academy? ()

Yes () No

- If yes, did you graduate? () Yes () No
- When? _____

Have you ever been employed as a police officer? () Yes () No

- If yes, when? _____
- Where? _____

Are you qualified in the use of handguns or shotguns? () Yes () No

- If yes, when? _____
- Where? _____

Have you ever been suspended or dismissed from duty? () Yes () No

- If yes, explain: _____

Have you ever been officially reprimanded? () Yes () No

- If yes, explain: _____

Have you ever been prosecuted civilly for actions as a police officer? () Yes () No

- If yes, explain: _____

Are you certified in the use of the PR-24 police baton? () Yes () No

Are you certified to operate any chemical breath testing device? () Yes () No

Are you certified to operate any speed timing device? () Yes () No

List any other special police-related qualifications on the back of this page.