

Town of Dudley
71 West Main St. #30, Ste. 307
Dudley, MA 01571
508-949-8011

Application for Employment

Instructions: Please print and complete all necessary information. You may be asked to provide additional information on another form. Sign and date the application.

This application will be kept on file for one year. It is to your advantage to periodically check to keep it current and active.

Applicants for employment are considered without regard to race, color, religion, sex, marital status, national origin, age or disability. Also it is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

Date of Application _____

Position(s) applied for _____

Name _____

LAST FIRST MIDDLE

Address _____
CODE NUMBER STREET CITY STATE ZIP

Phone Number _____ Social Security Number: _____

Are you under 18?	Yes	No	If you are under 18, can you furnish a work permit?	Yes	No
-------------------	-----	----	---	-----	----

Do you have a valid MA CDL and Hydraulic driver's license for backhoes and loaders? _____

Where did you hear of the vacancy? _____

Have you applied to the Town of Dudley before? Yes No If yes, give date _____

Were you employed by the Town of Dudley before? Yes No If yes, date & position _____

Are you employed now? Yes No May we contact your present employer? Yes No

Are you a United States citizen? Yes No If no, do you possess a valid work permit? Yes No
(Proof of citizenship or immigration status is required upon employment)

Date available for work _____ Available to work Full-time Part-time Temporary Overtime

Are you on layoff and subject to recall? Yes No

Can you travel if the position requires it? Yes No

Special training or skills: (computer skills, machine operation, etc.) that would benefit you in the job for which you are applying:

Have you ever been in the Armed Forces? Yes No If yes, branch _____

Are you currently a member of the Reserves or National Guard? Yes No

Please describe any special skills or training acquired while in the service:

What foreign languages do you speak, read, and/or write?

	Speak	Read	Write
1. I can understand the main ideas of the text.			
2. I can understand the details of the text.			
3. I can understand the structure of the text.			
4. I can understand the purpose of the text.			
5. I can understand the main ideas of the text.			
6. I can understand the details of the text.			
7. I can understand the structure of the text.			
8. I can understand the purpose of the text.			
9. I can understand the main ideas of the text.			
10. I can understand the details of the text.			
11. I can understand the structure of the text.			
12. I can understand the purpose of the text.			
13. I can understand the main ideas of the text.			
14. I can understand the details of the text.			
15. I can understand the structure of the text.			
16. I can understand the purpose of the text.			
17. I can understand the main ideas of the text.			
18. I can understand the details of the text.			
19. I can understand the structure of the text.			
20. I can understand the purpose of the text.			

	Speak	Read	Write
1. I can understand the main ideas of the text.	4	4	4
2. I can understand the details of the text.	3	3	3
3. I can understand the structure of the text.	3	3	3
4. I can understand the purpose of the text.	3	3	3
5. I can understand the author's attitude towards the subject.	3	3	3
6. I can understand the main arguments of the text.	3	3	3
7. I can understand the main points of the text.	3	3	3
8. I can understand the main message of the text.	3	3	3
9. I can understand the main conclusion of the text.	3	3	3
10. I can understand the main result of the text.	3	3	3
11. I can understand the main finding of the text.	3	3	3
12. I can understand the main recommendation of the text.	3	3	3
13. I can understand the main suggestion of the text.	3	3	3
14. I can understand the main proposal of the text.	3	3	3
15. I can understand the main offer of the text.	3	3	3
16. I can understand the main demand of the text.	3	3	3
17. I can understand the main requirement of the text.	3	3	3
18. I can understand the main condition of the text.	3	3	3
19. I can understand the main restriction of the text.	3	3	3
20. I can understand the main limitation of the text.	3	3	3
21. I can understand the main disadvantage of the text.	3	3	3
22. I can understand the main drawback of the text.	3	3	3
23. I can understand the main weakness of the text.	3	3	3
24. I can understand the main flaw of the text.	3	3	3
25. I can understand the main defect of the text.	3	3	3
26. I can understand the main fault of the text.	3	3	3
27. I can understand the main error of the text.	3	3	3
28. I can understand the main mistake of the text.	3	3	3
29. I can understand the main blunder of the text.	3	3	3
30. I can understand the main oversight of the text.	3	3	3
31. I can understand the main omission of the text.	3	3	3
32. I can understand the main neglect of the text.	3	3	3
33. I can understand the main oversight of the text.	3	3	3
34. I can understand the main oversight of the text.	3	3	3
35. I can understand the main oversight of the text.	3	3	3
36. I can understand the main oversight of the text.	3	3	3
37. I can understand the main oversight of the text.	3	3	3
38. I can understand the main oversight of the text.	3	3	3
39. I can understand the main oversight of the text.	3	3	3
40. I can understand the main oversight of the text.	3	3	3
41. I can understand the main oversight of the text.	3	3	3
42. I can understand the main oversight of the text.	3	3	3
43. I can understand the main oversight of the text.	3	3	3
44. I can understand the main oversight of the text.	3	3	3
45. I can understand the main oversight of the text.	3	3	3
46. I can understand the main oversight of the text.	3	3	3
47. I can understand the main oversight of the text.	3	3	3
48. I can understand the main oversight of the text.	3	3	3
49. I can understand the main oversight of the text.	3	3	3
50. I can understand the main oversight of the text.	3	3	3
51. I can understand the main oversight of the text.	3	3	3
52. I can understand the main oversight of the text.	3	3	3
53. I can understand the main oversight of the text.	3	3	3
54. I can understand the main oversight of the text.	3	3	3
55. I can understand the main oversight of the text.	3	3	3
56. I can understand the main oversight of the text.	3	3	3
57. I can understand the main oversight of the text.	3	3	3
58. I can understand the main oversight of the text.	3	3	3
59. I can understand the main oversight of the text.	3	3	3
60. I can understand the main oversight of the text.	3	3	3
61. I can understand the main oversight of the text.	3	3	3
62. I can understand the main oversight of the text.	3	3	3
63. I can understand the main oversight of the text.	3	3	3
64. I can understand the main oversight of the text.	3	3	3
65. I can understand the main oversight of the text.	3	3	3
66. I can understand the main oversight of the text.	3	3	3
67. I can understand the main oversight of the text.	3	3	3
68. I can understand the main oversight of the text.	3	3	3
69. I can understand the main oversight of the text.	3	3	3
70. I can understand the main oversight of the text.	3	3	3
71. I can understand the main oversight of the text.	3	3	3
72. I can understand the main oversight of the text.	3	3	3
73. I can understand the main oversight of the text.	3	3	3
74. I can understand the main oversight of the text.	3	3	3
75. I can understand the main oversight of the text.	3	3	3
76. I can understand the main oversight of the text.	3	3	3
77. I can understand the main oversight of the text.	3	3	3
78. I can understand the main oversight of the text.	3	3	3
79. I can understand the main oversight of the text.	3	3	3
80. I can understand the main oversight of the text.	3	3	3
81. I can understand the main oversight of the text.	3	3	3
82. I can understand the main oversight of the text.	3	3	3
83. I can understand the main oversight of the text.	3	3	3
84. I can understand the main oversight of the text.	3	3	3
85. I can understand the main oversight of the text.	3	3	3
86. I can understand the main oversight of the text.	3	3	3
87. I can understand the main oversight of the text.	3	3	3
88. I can understand the main oversight of the text.	3	3	3
89. I			

References: Give name, address and telephone number of three references who are not related to you and have known you for 3 years or more.

NAME TIME KNOWN	ADDRESS	PHONE	RELATONSHIP TO YOU
NAME TIME KNOWN	ADDRESS	PHONE	RELATONSHIP TO YOU
NAME TIME KNOWN	ADDRESS	PHONE	RELATONSHIP TO YOU

EDUCATION

HIGH SCHOOL

NAME DIPLOMA?	ADDRESS	LAST YEAR COMPLETED	RECEIVED
COLLEGE			

NAME DEGREE?	ADDRESS	LAST YEAR COMPLETED	RECEIVED
GRADUATE/PROFESSIONAL			

NAME DEGREE?	ADDRESS	LAST YEAR COMPLETED	RECEIVED
Describe specialized training, apprenticeship, and skills you possess not indicated above:			

EMPLOYMENT EXPERIENCE

Start with your present or last position held. Include military service assignments and any verified work performed on a volunteer basis. Exclude organization names that indicate race, color, religion, sex, or national origin. Attach additional paper, if necessary.

NOTE:If you have a resume that provides the following information, please attach your resume and print “SEE RESUME” on the first employer’s line.

Employer		Work Performed
Address		
Job Title		
Supervisor		
Dates Employed		
Reason for Leaving		

Employer		Work Performed
Address		
Job Title		
Supervisor		
Dates Employed		
Reason for Leaving		

--	--	--

Employer		Work Performed
Address		
Job Title		
Supervisor		
Dates Employed		
Reason for Leaving		

Use additional paper for employment history, if necessary, or attach your resume.

It is my understanding that this employment application, or the granting of an interview, does not represent a contract of employment or a promise of future benefits by the Town of Dudley. **I understand and agree that if hired, my employment will be at-will in nature and may be terminated, with or without cause, at any time, by either my employer or myself. I also understand that this written statement supersedes any and all verbal representations made by agents or representatives of the Town of Dudley.**

AGREEMENT: I certify that the information on this application is true, complete and accurate. I authorize the Town of Dudley to investigate my past employment, education and activities and I release from all liability all persons, companies and corporations supplying such information. I understand that false answers, statements or significant omissions made by me on this form shall be sufficient cause for denial of employment or discharge. Offer of employment is contingent on passing a physical examination that applies to the essential functions of the job.

Signature of Applicant

Date