

BOROUGH OF CARTERET

Pre-Employment Application

In compliance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, handicap or marital status.

			Date of Application :		
Position(s) Applied For:					
Referral Source:	Advertisement \Box	Friend \Box		Other \Box	
Name:					
Last	First	Middle	-		
Address:					
Street		City	State	Zip	
Telephone (Home):	Cell	l:	_ Email:		
Have you filed an application or b	een employed here bef	ore?	Yes 🗆	No \Box	
If yes, list dates					
Are you a citizen of the United Sta work in the U.S.?	Yes 🗆	No 🗆			
Are you available to work ? Full-Time \Box Part-Time \Box					
Are any of your friends or relatives employed by the Borough of $Yes \square$ No \square Carteret?					
Are you on lay-off and subject to recall?			Yes 🗆	No 🗆	
Driver's License?	Yes 🗆	No 🗆			
Commercial Driver's License?	Yes 🗆	No 🗆	Class Endorsement:		
Driver's License No:	State of Issue:				
Expiration Date:			_		

 Memorial Municipal Building
 ● 61 Cooke Avenue
 ● Carteret, New Jersey 07008

 Tel: 732-541-3801
 ● Fax: 732-541-4989
 ● Email: mayorsoffice@carteret.net

 www.Carteret.net
 ● Facebook.com/MyCarteret
 ● Instagram.com/MyCarteret



BOROUGH OF CARTERET

The Borough of Carteret prohibits smoking in all Borough buildings, facilities as well as Borough owned vehicles.

Do you have any mental, me duties?	you have any mental, medical impairment or disability which might limit your ability to perform job-related ies? Yes \Box No \Box					
If yes, please explain						
Are you a Veteran?	Yes 🗆	No 🗆	Serial No.			
If yes, what branch of military service?						

Please provide three references not related to you						
Name	Address	City, State, Zip	Phone	Email		

Education

What is the highest year of school completed?

Describe specialized training, qualifications, apprenticeship, skills from previous employment or experience, and extracurricular activities:



BOROUGH OF CARTERET

List each job held. Start with your present or most recent job. Include military service assignments and volunteer activities.

1	Employer	Dates		Job Duties
		From	То	
	Address			
	Job Title			
	Supervisor			
	Reason for Leaving			

2	Employer	Dates		Job Duties
		From	То	
	Address			
	Job Title			
	Supervisor			
	Reason for Leaving			

3	Employer	Dates		Job Duties
		From	То	
	Address			
	Job Title			
	Supervisor			
	Reason for Leaving			
<u> </u>				



AGREEMENT

I certify that answers given within are true and complete to the best of my knowledge.

I authorize you to make such investigations and inquiries of my personal, employment, financial or medical history and other related matters as may be necessary in arriving at employment decision. I hereby release employers, schools or persons in connection with my application.

In the event of my employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the Borough of Carteret.

In consideration of my employment, I agree my employment and compensation can be terminated with or without cause and with or without notice at any time at the option of the Borough of Carteret.

I also understand that a valid New Jersey Driver's License is a condition of employment with the Borough of Carteret. Loss of driving privileges can result in termination of employment.

Signature of Applicant

Date

Please print and sign this application after completing and fax it to the Borough of Carteret Human Resources Department at 732-541-4989.

Alternatively, you may mail it to:

Borough of Carteret 61 Cooke Ave Carteret, NJ 07008 Attn: Human Resources

Please include a copy of your resume.