



TOWN OF Plymouth APPLICATION FOR EMPLOYMENT

We consider applicants for all positions without regard to race, color, religious creed, sex, age, national origin, age, ancestry, marital status, sexual orientation, mental retardation and past/present history of mental disorder, learning disability and physical disability. All positions for the Town of Plymouth are subject to drug testing, and a pre-employment drug test.

Position(s) applying for: _____		
Date: _____ Mm/dd/year	Name (Last/First/Middle): _____	
Street Address: _____ _____		Social Security Number: _____
City/State/Zip: _____		Telephone Number: _____
Are you available to work: <input type="checkbox"/> Full Time <input type="checkbox"/> Part-Time		On what date would you be available to work: _____
EMPLOYMENT HISTORY		
1.	Employer Name, Address & Phone: _____ _____ _____ _____	Job Title: _____
		From/To: _____
		Reason for Leaving: _____
2.	Employer Name, Address & Phone: _____ _____ _____ _____	Job Title: _____
		From/To: _____
		Reason for Leaving: _____
3.	Employer Name, Address & Phone: _____ _____ _____ _____	Job Title: _____
		From/To: _____
		Reason for Leaving: _____
4.	Employer Name, Address & Phone: _____ _____	Job Title: _____
		From/To: _____

	_____ _____	Reason for Leaving: _____
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EDUCATION			
Schools/Colleges	Location	Dates: From/To:	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Describe any specialized training, apprenticeship, skills and extra curricular activities: _____ _____ _____
Describe any honors you have received: _____ _____ _____ _____
List professional, trade, business or civic activities and offices held: _____ _____ _____
List any additional information you feel may be helpful to us in considering your application: _____ _____ _____ _____ _____ _____ _____

REFERENCES

(Please provide names, addresses and telephone numbers of three references who are not related to you and are not previous employers.)

Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

1. Have you ever been convicted of a felony or any other criminal offense either within or outside of the State of North Carolina? Yes No

If yes, please identify the approximate date, location and nature of each such conviction on a separate sheet of paper and attach it to this application.

2. Are any criminal charges currently pending against you either within or outside of the State of North Carolina? Yes No

If yes, please identify the jurisdiction in which such charges are pending, the nature of the charges and an explanation on a separate sheet of paper and attach it to this application.

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

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge an Employee at any time with cause. It is further understood that this "at will" employment relationship may not be changed by any written document or conduct unless such change is specifically acknowledged in writing by an authorized representative of the Town.

In the event of 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 Town of Plymouth.

Signature

Date

Please return this application to: Town of Plymouth
Town Hall
124 east Water St
Plymouth, NC 27962