



# The City of East Orange

## Department of Recreation & Cultural Affairs

### Employment Application



Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
(If you are under 18 yrs old DOB required.)

Address: \_\_\_\_\_ Apt# \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Phone #'s Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Work: \_\_\_\_\_

Social Security # \_\_\_\_\_ Email Address: \_\_\_\_\_  
(to be provided at interview)

Are you currently employed? Yes  No  If yes, work phone # \_\_\_\_\_

Are you a N.J. Licensed driver? Yes  No  If yes, license # \_\_\_\_\_

Type of License: Auto  CDL Specify class: A  B  C  Expire Date \_\_\_\_\_

Have you passed a N.J. Dept. of Personnel (Civil Services) Exam in the past 3 years?

Yes  No

If yes, specify: \_\_\_\_\_

Position	Jurisdiction	Date
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Are you a U.S. veteran? Yes  No  If yes, dates of service: From: \_\_\_\_\_ To: \_\_\_\_\_  
(Attach copy of discharge forms.)

#### List Three Personal References (Do not include relatives and former employers.)

Name1 \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Name2 \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Name3 \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Position Desired: \_\_\_\_\_ Department \_\_\_\_\_



**The City of East Orange**  
**Department of Recreation & Cultural Affairs**  
**Employment Application**



**Employment History:** (Begin with most recent employer and work back)

<i>Employer &amp; Address</i> _____			
<i>Your Title</i> _____	<i>From</i> _____	<i>To</i> _____	<i>Supervisor Name</i> _____
<i>Duties:</i> _____		<i>Reason for Leaving</i> _____	
<i>Employer &amp; Address</i> _____			
<i>Your Title</i> _____	<i>From</i> _____	<i>To</i> _____	<i>Supervisor Name</i> _____
<i>Duties:</i> _____		<i>Reason for Leaving</i> _____	
<i>Employer &amp; Address</i> _____			
<i>Your Title</i> _____	<i>From</i> _____	<i>To</i> _____	<i>Supervisor Name</i> _____

**Education/Training**

<i>Highs School</i> _____	<i>Address</i> _____
<i>Number of years completed?</i> <i>From</i> _____ <i>To</i> _____	<i>Diploma/Degree</i> _____
<i>College</i> _____	<i>Address</i> _____
<i>Number of Years completed?</i> <i>From</i> _____ <i>To</i> _____	<i>Major</i> _____ <i>Degree</i> _____
<i>Other</i> _____	<i>Address</i> _____
<i>Number of Years complete?</i> <i>From</i> _____ <i>To</i> _____	<i>Certification/Program</i> _____

**Read Carefully Before Signing**

I, the undersigned, understand that falsification of this application may result in disqualification or removal from a City position. Further, I understand that a police investigation for records of any criminal convictions that have not been expunged will be made. I agree to submit to the required employment medical examination upon employment.

*I certify that all answers to the questions contained in this employment application form are to best of my knowledge, true and complete.*

Date \_\_\_\_\_ Legal Signature of Applicant \_\_\_\_\_