

TOWNSHIP OF SHALER

300 Wetzel Road
Glenshaw, PA 15116-2288
412-486-9700

APPLICATION FOR SUMMER EMPLOYMENT Shaler Township Residents Only

Shaler Township is an Equal Opportunity Employer. All qualified applicants will be considered without regard to race, color religion, national origin, ancestry, sex, non-job related disabilities or age. All information requested on this application is solicited for the purpose of determining abilities and skills required for proper job placement and to facilitate verification of the information requested.

Instructions: This application must be completed in its entirety. Please print in ink or type. If, because of a disability, you need assistance in completing this application form please notify the Manager's Office at 412-486-9700.

Date: _____

First Name: _____ Last Name: _____

Street: _____ City/State/Zip: _____

H. Phone: _____ Cell: _____ E-mail: _____

Are you over 16 years of age? Yes No If no, do you have a work permit? Yes No
(Please attach a work permit if under 18)

Position (s) applied for (be specific) _____

Were you previously employed by Shaler Township? Yes No If yes, when? _____

List any friends or relatives presently working for Shaler Township. _____

If hired, how soon will you be available for work? (Date) _____

EDUCATION: Must be currently in high school or college and returning to school in the fall for full-time education to qualify for position.

High School Name: _____ **Address:** _____

Course: _____ Graduated: Yes No Year Completed in June: _____

College/Other: _____ **Address:** _____

Course: _____ Graduated: Yes No Year Completed in June: _____

EXPERIENCE: List positions beginning with most recent.

Company Name: _____ **Address:** _____

Employed Dates: _____ Position Held: _____

Salary: _____ Reason for Leaving: _____

Name and Title of Supervisor: _____ E-mail or Phone: _____

EXPERIENCE: List positions beginning with most recent.

Company Name: _____ **Address:** _____

Employed Dates: _____ **Position Held:** _____

Salary: _____ **Reason for Leaving:** _____

Name and Title of Supervisor: _____ **E-mail or Phone:** _____

May we contact the employers listed above? Yes No

If no, which one(s) do you not wish us to contact:

REFERENCES: (exclude past employers and relatives)

Name and Occupation: _____

Address: _____ **E-mail or Phone:** _____

Name and Occupation: _____

Address: _____ **E-mail or Phone:** _____

Name and Occupation: _____

Address: _____ **E-mail or Phone:** _____

SWIMMING POOL CERTICATIONS FOR POOL APPLICATIONS: Please attach a copy of Lifeguard, CPR, First Aide and other Pool Certifications.

OTHER QUALIFICATIONS:

List school, civic, athletic clubs and/or organizations you are presently involved with or have been in the past.

Summarize any special skills, experience or background which you feel qualifies you for the position(s) being applied for:

The facts set forth in my application for employment are true and complete. I understand that if employed, false statements on this application shall be considered sufficient cause for dismissal.

If sending application by e-mail, please save to your computer and attach to e-mail:
Application may be e-mailed to: shaler@shaler.org

Signature of Applicant