

TOWN OF NORWOOD GENERAL APPLICATION FOR EMPLOYMENT

Recreation Department

165 Nahatan Street
Norwood, MA 02062
781-762-0466



PLEASE FILL IN YOUR INFORMATION: (Please Print)

Name: _____

Home Address: _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

PLEASE CHECK THE AREAS IN WHICH YOU ARE INTERESTED

Recreation Front Desk Recreation Leader Instructor Other _____

Are you currently employed? Yes No

Have you ever worked for the Norwood Recreation Department? _____ Yes _____ No

If yes, what dates? _____ In what capacity? _____

Are you planning to take time off that may conflict with your employment? _____ Yes _____ No

If yes, when and why? _____

Please list days and times available:

Monday _____ to _____

Tuesday _____ to _____

Wednesday _____ to _____

Thursday _____ to _____

Friday _____ to _____

Saturday _____ to _____

EMPLOYMENT HISTORY

Employer Name	Job Title	Dates of Employment	Supervisor	Reason for Leaving

EDUCATION

	Name of School	Major	Years Completed	Course Study
High School				
Undergraduate College				
Graduate College				

ACTIVITY INVOLVEMENT— SPORTS, CLUBS, ETC

ACTIVITY NAME	POSITION HELD	YEARS INVOLVED	ACTIVITY LEADER NAME

REFERENCES— PLEASE DO NOT INCLUDE ANY FAMILY

NAME AND ADDRESS	PHONE

RELATED QUESTIONS (Please use back, if needed)

Why are you interested in working at the Norwood Recreation Department?

What are some qualities, assets or characteristics you possess that would make you a favorable candidate for this position?

How would you be a positive asset to the Department?

PERSONAL INFORMATION

We are an Equal Employer. Applicants for all job openings are welcome and will be considered without regard to race, color, religion, national origin, sex, age, sexual orientation, physical or mental disability, or any other basis protected by state, federal, or local law. It is the intent to comply with all applicable federal, state, or local legislation concerning equal opportunity in employment.

Can you, if offered employment, submit verification of your legal right to work in the United States? Yes No

If under 18 years of age, can you provide proof of work eligibility? Yes No

Are you prevented from lawfully becoming employed in this country because of VISA or immigration status?
 Yes No

Have you been convicted of a felony in the past 7 years? Yes No If yes, please explain. _____

Within the last five years, have you been convicted of, or ended a period of incarceration resulting from a conviction for drunkenness, simple assault, speeding, a minor traffic violation, an affray, or disturbing the peace?
 Yes No If yes, please explain.

I certify that the above information is correct and complete to the best of my knowledge. I agree that any misrepresentation or omission of pertinent facts may be considered cause for termination or the withdrawal of any offer of employment. Further I agree to take a pre-employment physical by the Town physician if required for my position and realize that any offer for employment may be contingent upon the results of such examination.

Signature: _____ Date: _____