



Town of
Redington Shores
Nature's Beach

APPLICATION FOR EMPLOYMENT

The Town of Redington Shores is an Equal Opportunity Employer

GENERAL INFORMATION

(PLEASE PRINT)

DATE OF APPLICATION: _____

POSITION(S) APPLIED FOR: _____

NAME: _____

SOCIAL SECURITY# _____

HOME ADDRESS Number & Street _____ City _____ State _____ Zip Code _____

PHONE: _____

ARE YOU A UNITED STATES CITIZEN? _____ IF NOT, DO YOU HAVE A WORK VISA? _____ (A copy must accompany this application)

IF THE POSITION FOR WHICH YOU ARE APPLYING REQUIRES A DRIVER'S LICENSE, DO YOU HAVE A VALID FLORIDA DRIVER'S LICENSE? _____ IF YES, LIST EXPIRATION DATE: _____

WHICH TYPE OF DRIVER'S LICENSE DO YOU CURRENTLY POSSESS:

CDL-CLASS A _____ CDL-CLASS B _____ CDL-CLASS C _____ CLASS D _____ CLASS E _____ OPERATOR _____ CHAUFFEUR

LIST CDL ENDORSEMENTS, IF ANY: _____

DO YOU HAVE RELATIVES WHO ARE CURRENTLY WORKING FOR THE TOWN OF REDINGTON SHORES?
IF YES, LIST NAMES AND HOW YOU ARE RELATED: _____

ARE YOU APPLYING TO WORK (CHECK ALL THAT APPLY:

Full-Time _____ Part-Time _____ Temporary _____

DATE AVAILABLE TO BEGIN WORK: _____ MINIMUM SALARY EXPECTED: _____

ARE YOU A VETERAN CLAIMING VETERANS' PREFERENCE? _____ (IF YES, law states a copy of your DD-214 must accompany application .)

ARE YOU OVER 18 YEARS OF AGE? _____ ARE YOU ON A LAY-OFF AND SUBJECT TO RECALL? _____

HAVE YOU BEEN CONVICTED OF A FELONY OR RELEASED FROM PRISON WITHIN THE LAST 7 YEARS (any person who pleaded guilty or nolo contendere or who was found guilty shall be deemed to have been convicted notwithstanding a suspension of sentence or withholding of adjudication)? Yes _____ No _____ If yes, Please explain in full and include dates: _____

THE TOWN OF REDINGTON SHORES IS A DRUG FREE WORKPLACE.

WORK EXPERIENCE

(Complete this section even if you attach a resume.)

ARE YOU PRESENTLY EMPLOYED? _____ Yes _____ NO If yes, may we contact your present employer?
_____. WHAT IS YOUR REGULAR OCCUPATION OR TRADE?

PLEASE LIST OTHER NAMES YOU HAVE WORKED UNDER:

IMPORTANT: LIST ALL OF YOUR EMPLOYERS FOR THE LAST 10 YEARS, BEGINNING WITH YOUR PRESENT OR MOST RECENT JOB HELD. LIST ALL JOBS, MILITARY SERVICE, AND VOLUNTEER ACTIVITIES, EXPLAIN ANY PERIODS OF UNEMPLOYMENT.

Name of last or present employer	Starting Date	Ending Date
Street Address	Starting Position	Ending/Current Position
City,State,Zip	Starting Salary	Ending/Current Salary
Describe Your Duties and Responsibilities		
Name & Title of Immediate Supervisor or Contact Person:		
Reason For Leaving (If Still Employed, Give Reason for Wanting to leave):		
Employer's Phone Number		

Name of Employer	Starting Date	Ending Date
Street Address	Starting Position	Ending Position
City,State,Zip	Starting Salary	Ending Salary
Describe Your Duties and Responsibilities		
Name & Title of Immediate Supervisor or Contact Person		
Reason for Leaving		
Employer's Phone Number		

Name of Employer	Starting Date	Ending Date
Street Address	Starting Position	Ending Position
City,State,Zip	Starting Salary	Ending Salary
Describe Your Duties and Responsibilities		
Name & Title of Immediate Supervisor or Contact Person		
Reason for Leaving		
Employer's Phone Number		

Comments/Explanation of Gaps in Employment:

EDUCATION AND TRAINING

CIRCLE THE HIGHEST GRADE COMPLETED Grade School High School College Graduate School
 5 6 7 8 9 10 11 12 1 2 3 4 1 2 3 4

High School Name & Location:_____

If you DID NOT graduate from High School, do you have a G.E.D.?

If yes, give date GED received:_____ and place GED received

NAME AND ADDRESS OF COLLEGE, UNIVERSITY BUSINESS, TRADE,VOCATIONAL SCHOOL, ETC	DATES ATTENDED FROM (MO/YR) TO (MO/YR)	TYPE OF DEGREE	MAJOR COURSE OF STUDY	DATE DEGREE AWARDED
Name & City/State				
Name & City/State				
Name & City/State				

Please specify types of computer programs/software with which you have had experience:

Additional skills, licenses, certificates, etc. (For example, CPA, Radio Operator, etc.):

Interest, Hobbies, Awards (Do not include those which indicate race, color, religion, sex or national origin):

Please list the professional and/or technical job-related societies in which you are a member:

State any additional information you feel may be helpful to us in considering your application:

PERSONAL/PROFESSIONAL REFERENCES: List three (3) references (do not include relatives or employers).

NAME	ADDRESS	PHONE NUMBER (Include Area Code)	YEARS KNOWN

THE FOLLOWING AGREEMENT MUST BE SIGNED - PLEASE READ CAREFULLY

- I certify that the information given in this Application for Employment is true and complete to the best of my knowledge and there are no misrepresentations, omissions or falsifications. I understand and agree that omission of false or misleading information given by this Application or interview(s) will be cause for rejection of this Application and/or separation from Town service if I've been employed.
- I authorize the Town of Redington Shores to verify all information contained herein, and I release all employers, schools and persons from any and all liability for the release of information to the Town of Redington Shores.
- I understand that, if hired, I will abide by all rules and regulations of the Town of Redington Shores.
- I understand that nothing contained in the Application or in the granting of an interview is intended to create an employment offer or agreement. I further understand that, if employed, my employment is for no definite period and may be terminated at anytime without notice, and such employment is subject to my passing a physical examination and receiving a negative drug test result.
- Any money advanced to me is to be returned, and all equipment and supplies issued to me are to be returned should my conditional employment be terminated.

Signature: _____

Date: _____

TOWN OF REDINGTON SHORES
SOCIAL SECURITY NUMBER
COLLECTION AND USE POLICY

The Town of Redington Shores collects your social security number for the following purposes: Identification and verification; data collection; tracking; processing of employment benefits; applicant and employee background checks; credit history; and income reporting and will be used solely for those purposes, Social Security numbers are also used as a unique numeric identifier and may be used for search purposes.