Town of Littleton

125 Main Street Suite 200

Littleton, NH 03561

Application for Employment

The Town of Littleton is an equal opportunity employer and does not unlawfully discriminate in employment. No question on this application is used for the purpose of limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state, or federal law. Equal access to employment, services, and programs is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a representative of the organization.

Application Name:

Position Applying For:

Address:

Phone Number:

Email:

Type of employment desired: Full Time or Part-Time

Date available to start work:

If hired, do you have transportation?

When are you available to work?

**List of Professional Licenses:**

1.
2.
3.

**Education:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| School Type | School Name | Location | Did You Graduate? | Subject Studied |
| Elementary School |  |  |  |  |
| High School |  |  |  |  |
| Technical Training |  |  |  |  |
| College |  |  |  |  |

**Employment History:**

|  |  |  |  |
| --- | --- | --- | --- |
| Date (month/year) | Employer | Position | Reason for Leaving |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**References:**

Please list three professional references from previous employment and contact information

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Position | Phone | Email |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Do you have proof of eligibility to work in the United States? Yes or No

Have you served in the US Military? Yes or No

 If yes, what dates did you serve?

 What branch?

 Special Honors/Trainings

**Physical Demands and Work Environment**

* All positions with the LPRD require standing for extended hours, stooping, kneeling, pushing, shoving, lifting and carrying objects that can weigh up to 45 pounds.
* All employees will be required to take CPR and First Aid classes. Some positions require additional certifications such as lifeguard training, babysitting certification, fitness instruction and personal training.
* The LPRD will provide training for some but not all positions.

**Job Application Certification**

I hereby certify that all entries on this job application and any attachments, resumes and licenses are true and complete. I also agree and understand that any falsification of this information may result in my forfeiture of employment.

*I understand that all information on the job application is subject to verification and I consent to criminal history and background checks at the expense of my employer. I also agree that you may contact references and educational institutions listed on this application.*

*Furthermore, I understand that if I am hired, employment with LPRD is “at will,” which means that either LPRD or I can terminate my employment for any reason not prohibited by State or Federal Law with or without notice and with or without cause.*

**I represent and warrant that I have read and fully understand the foregoing, and that I seek employment under these conditions.**

Applicant Signature: Date: