



City of Marlborough:

140 Main Street

Marlborough, Massachusetts 01752

SUMMER PLACEMENT PROGRAM

*Please print clearly and answer all questions
Original forms must be forwarded to the Personnel Department for processing.*

**DEADLINE
FOR
APPLICATIONS
TO BE
RETURNED
IS
MAY 1, 2012**

PERSONAL INFORMATION

NAME: _____ SOCIAL SECURITY NO.: _____

CURRENT ADDRESS: _____ PHONE NUMBER: _____

CITY: _____ STATE: _____ ZIP: _____ CELL PHONE NUMBER: _____

PERMANENT ADDRESS (IF DIFFERENT FROM CURRENT ADDRESS): _____

EMPLOYMENT DESIRED

AGE (check one)

TYPE OF WORK DESIRED?: _____ At least 14 years but not yet 16

SECOND CHOICE: _____ Between 16 and 18 years old

DATE AVAILABLE: _____ More than 18 years old

HOW WERE YOU REFERRED FOR THIS PROGRAM? _____

EDUCATION

CIRCLE HIGHEST GRADE COMPLETED 8 9 10 11 12 13 14 15 16

SCHOLASTIC HONORS RECEIVED: _____

	NAME OF SCHOOL	LOCATION (CITY, STATE)	AREA OF CONCENTRATION	DATE COMPLETED	DIPLOMA, DEGREE OR CERTIFICATE RECEIVED
GRAMMAR OR GRADE SCHOOL					
HIGH SCHOOL					
COLLEGE					
OTHER EDUCATION					

EXTRACURRICULAR ACTIVITIES WHILE IN SCHOOL: _____

HONORS RECEIVED, VOLUNTEER OR COMMUNITY SERVICE OR OTHER QUALIFICATIONS YOU HAVE WHICH YOU FEEL ARE RELATED TO THE POSITION FOR WHICH YOU ARE APPLYING: _____

I AUTHORIZE THE INVESTIGATION OF MY REFERENCES AND RELEASE THE CITY OF MARLBOROUGH FROM ANY AND ALL LIABILITY RESULTING FROM SUCH INVESTIGATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF REQUESTED INFORMATION IS CAUSE FOR DISMISSAL. FURTHER, I UNDERSTAND THAT EMPLOYMENT, IF OFFERED PRIOR TO RECEIPT OF REFERENCES AND PRE-EMPLOYMENT MEDICAL CLEARANCE, WILL BE CONDITIONAL UNTIL THESE REPORTS ARE SATISFACTORILY COMPLETED. I ALSO UNDERSTAND THAT THIS EMPLOYMENT APPLICATION AND OTHER CITY DOCUMENTS ARE NOT CONTRACTS OF EMPLOYMENT AND THAT ANY INDIVIDUAL WHO IS HIRED MAY VOLUNTARILY LEAVE EMPLOYMENT UPON PROPER NOTICE AND MAY BE TERMINATED BY THE EMPLOYER AT ANY TIME FOR ANY REASON.