



City of Marlborough:
140 Main Street
Marlborough, Massachusetts 01752

2024 APPLICATION FOR SEASONAL EMPLOYMENT

PLEASE READ BEFORE COMPLETING FORM:

This application is for spring/summer help and/or occasional winter shoveling only.

The City of Marlborough is an Equal Opportunity Employer. The City of Marlborough does not discriminate in hiring or employment on the basis of race, color, religion, sex, sexual orientation, gender identity and expression, age, genetic information, national origin, ancestry, disability, veteran status or membership in the armed services, marital status or any other protected category under federal or state law.

PLEASE PRINT. All questions should be answered clearly, completely, accurately and neatly in your own handwriting. If you need more space, please attach a separate sheet. Return entire completed and signed application to the Human Resources Department of City Hall, 140 Main Street, Marlborough, MA 01752. If you should have any questions regarding this form, please contact the Human Resources Department at 508-460-3705.

PERSONAL INFORMATION

NAME: _____

CURRENT ADDRESS: _____ PHONE NUMBER: _____

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

PERMANENT ADDRESS
(IF DIFFERENT FROM CURRENT ADDRESS): _____

EMAIL: _____

PLEASE CHECK ONE OF THE FOLLOWING:

☐ I AM A NEW APPLICANT

HOW WERE YOU REFERRED TO US? _____

☐ I AM RE-APPLYING

DO YOU HAVE ANY RELATIVES WORKING FOR THE CITY OF MARLBOROUGH? IF YES, PLEASE LIST THEIR NAME(S) AND RELATIONSHIP TO YOU: _____

OPTIONAL: IF YOU HAVE A RESUME, PLEASE ATTACH IT TO THIS APPLICATION.

2024 APPLICATION FOR SEASONAL EMPLOYMENT
(Continued)

EMPLOYMENT DESIRED

PLEASE CHECK THE BOX(ES) WHICH APPLY TO YOU:

☐ SUMMER

DATES AVAILABLE: _____

☐ WINTER

DATES AVAILABLE: _____

TYPE OF WORK DESIRED? _____

AGE (CHECK ONE)

____ At least 14 years but not yet 16

SECOND CHOICE: _____

____ Between 16 and 18 years old

DATE AVAILABLE: _____

____ 18 years old or older

EDUCATION

SCHOOL/COLLEGE CURRENTLY ATTENDING: _____ CURRENT GRADE: _____

SCHOOL/COLLEGE ATTENDING IN FALL: _____ GRADE IN FALL _____

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 (IE: CPR, FIRST AID, ETC.) _____

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.

PLEASE NOTE: THESE SEASONAL POSITIONS ARE NON-SMOKING.

SIGNATURE _____

DATE _____

Please return this ORIGINAL 2-page document to:

Human Resources Department
City of Marlborough
140 Main Street
Marlborough, MA 01752