



**EDUCATION**  
Give complete Information. "SEE RESUME" IS NOT ACCEPTABLE - ALTHOUGH A RESUME MAY BE ATTACHED.

| Highest grade completed: |          |           |                         |                         |
|--------------------------|----------|-----------|-------------------------|-------------------------|
| Schools                  | Location | Graduate? | Major/Minor Course Work | Type of Degree Received |
| High School:             |          | Yes No    |                         |                         |
| College:                 |          |           |                         |                         |
| Graduate:                |          | Yes No    |                         |                         |
| Professional:            |          |           |                         |                         |
| Vocational/Other:        |          |           |                         |                         |

**OTHER CONSIDERATIONS**

If the job(s) applied for calls for specific courses or training, indicate those taken and credits received:

Current professional status (List fields of work for which you have been registered):

Registration: \_\_\_\_\_ State: \_\_\_\_\_ Nz: \_\_\_\_\_  
 Registration: \_\_\_\_\_ State: \_\_\_\_\_ Nz: \_\_\_\_\_

List membership in professional, honorary or technical societies: \_\_\_\_\_  
 List licenses and certifications (Give dates and sources of issue): \_\_\_\_\_

|   |  |   |
|---|--|---|
| Are you a veteran? Yes No<br>If Yes, Date active service began: _____<br>Date active service ended: _____ | Are you related by blood or marriage to any person now working for the Village of Mastic Beach? Yes • • No<br>If Yes, give name, relationship and Dept.: _____ | Have you ever worked for the Village? Yes No<br>If Yes, give dates and Dept.: _____ |
|---|--|---|

Have you ever been convicted of any law violation(s) including moving traffic violations but excluding offenses which were finally adjudicated in a Juvenile Court under a youth offender law? Yes No  
If yes, list all such convictions, including court location and dates: \_\_\_\_\_

Check the following skills, experiences, etc. which you have:

|  |  |  |
|--|--|--|
| Valid Driver's License<br>Number: _____ State: _____<br>Class: _____ | Backhoe, grader, etc. (Please list): _____<br>Adding machine/calculator _____<br>Typing (specify WPM): _____<br>Other (specify): _____ | Computer Skills (specify programs): _____<br>Word Processing (specify programs): _____ |
|--|--|--|

**REFERENCES**  
List three persons not related to you who have knowledge of your qualifications. Do not repeat names from Work History.

|                |                               |              |
|----------------|-------------------------------|--------------|
| 1) Name: _____ | Address/City/State/Zip: _____ | Phone: _____ |
| 2) Name: _____ | Address/City/State/Zip: _____ | Phone: _____ |
| 3) Name: _____ | Address/City/State/Zip: _____ | Phone: _____ |

I certify that all information provided in this employment application is true and complete. I understand that any fake information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date. I understand that a background check of my driving, criminal, credit or other records may be conducted before or after employment. I permit the Village to conduct a police and court records investigation of my background. I also understand that as a condition of my employment, I will be required to furnish documentation verifying my identity and eligibility to work in the United States. I authorize any and all of my current and previous employers, including the U.S. Government or U.S. Military, and other persons, registration and licensing boards, and educational institutions listed on my application, to provide The Village of Mastic Beach with any job related information requested. I waive any right to legal claims against a disclosing person, employer, or institution and the prospective employer seeking and using this information for hiring purposes. Notwithstanding any provisions of federal or state law, I also waive any right I may have to review confidential material or information received by the Village of Mastic Beach from a person, employer, or institution. I understand that if I am extended an offer of employment, it may be considered upon my successfully passing a complete pre-employment physical exam. I agree to provide any or all medical information as may be deemed necessary to judge my capability to do the work for which I am applying. I understand I will be required to successfully pass a drug screening examination. I hereby consent to a pre- and/or postemployment drug screening as a condition of employment, as required by Village of Mastic Beach Policy. I certify that if I am a male between the ages of 18 and 26, I am aware of and in compliance with all applicable registration requirements of the Military Selective Service Act.

I UNDERSTAND THAT THIS APPLICATION OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE A CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE.

\_\_\_\_\_  
Signature of Applicant (Unsigned application will not be processed)

\_\_\_\_\_  
Date

**New York State Penal Law Section 210.45: Making a punishable false written statement. A person is guilty of making a punishable false written statement when he knowingly makes a false statement, which he does not believe to be true, in a written instrument bearing a legally authorized form notice to the effect that false statements made therein are punishable. Making a punishable false written statement is a class A misdemeanor.**