

EMPLOYMENT APPLICATION

BOROUGH OF WALDWICK

63 Franklin turnpike Waldwick, New JERSEY 07463 201-652-5300 201-652-4143 (fax)

POSITION FOR WHICH YOU ARE	APPLYING:	
APPLICANT INFORMATION		
Name (Last, First, Middle):		
Address:		
City:	State:	Zip:
Phone (daytime): ()	Phone (home): ()	
Social Security #:		
Are you legally eligible to work in (In accordance with Federal Law, proof o are hired.)		
Have you ever been employed by t	the Borough of Waldwick? Ye	es No
Give the name of any of your relathe Borough of Waldwick:	tives (by blood or marriage) who	
Are you related to any member of	the Waldwick Mayor and Counc	cil? Yes No

EDUCATION

Did you graduate from high	n school?	Yes	No			
If no, do you have a GED?		Yes	No			
Colleges or Universities	City/State.	/County	Maj	or	Total Earned Credits	Degree received (AA,BS,MB etc.)
				•		
Trade or Other Special Schools	Name of	Course or T	raining		ipleted Sai	tisfactorily?
					es es	No No
List any of your profession position you seek (if you pr race, color, religion, gende	refer, do not	need to list	any acti	vities	that might	indicate
, , , , , , , , , , , , , , , , , , ,		,				
DRIVER'S LICENSE						
Please list the state where y Driver's license #:	ou are license	ed:				
If a Commercial Driver's lic CDL? Yes	cense is requi	red for this ; No	position,	do yoı	i possess a	valid NJ
If yes, give # and class of li	cense:					
List license restrictions other	er than eye gl	asses:				

EMPLOYMENT HISTORY

Begin with your current or most recent position, and go back at least 10 years, if applicable. Show all employers and explain any gaps in employment. Include all paid and unpaid experience you think qualifies you for this position. Also include any military service. Use additional sheets, if needed, to show full employment history.

Dates of employment (month/year)	Title	Hrs/week	Starting rate:
			Friding rate:
Employer's naroe:	Employer's address (include town, state, ZIP)		
Name & title of immediate supervisor		Supervisor's p	bone
May we contact supervisor? ☐ YES	E LATER D NO	<u> </u>	<u> National and American States and American St</u>
Reason for leaving position	·		
Describe your duties:			
Dates of employment (month/year)	Title	Hrs/week	Starting rate:
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Name & Hile of immediate supervisor		Supervisor's p	phone
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Reason for leaving position			-
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Dates of employment (month/year)	Title	Hrs/week	Starting rate:
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Employer's name	Employer's address (include town, state, ZiP)		
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May we contact supervisor? Reason for leaving position Describe your duties: Dates of employment (month/year) Employer's name Name is fittle of immediate supervisor	Title. Employer's address (include town, state, ZIP)	His/week	Starting rate: Ending rate:

SPECIAL SKILLS & EXPERI List any special skills, compute speak/read/write, or other factor applying.	er knowledge, training, licenses	s, certifications, languages you alified for the position you are
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Is there any additional informa	LINFORMATION ation about you we should consider	ider?
REFERENCES Please provide the names and to They should not be relatives or professional colleagues.	elephone numbers of three peor r former supervisors. You may	ple whom we may contact. include coworkers and
Name	Phone Number	Years Known
UND	DERSTANDINGS & AGREEM	ENTS
information on the form was incomp Authorization to Release Informat information I have provided and to contacted). I give the Borough the Borough of Waldwick, its represent about me from all claims and liability information about me. I release fro	this application and on any supplem pplication may be rejected if any infa 1 I may be separated from employme plete, untrue or inaccurate. tion: I give the Borough of Waldwick contact former employers (except wiright to secure additional job-related atives, and all persons and organizatity arising out of the Borough's investmental claims and liability anyone where the secure and the secure with the secure and the secure with the secure and the secure with t	nentary material submitted with this formation is not complete, true and nt if the Borough later discovers that
I understand that the Borough of Wi	I understand that the Borough will	loyer and does not discriminate in its make reasonable accommodations as
I understand that, if employed, I wi Borough may discharge me at any ti may make any assurances to the con	ime for any reason or for no reason a	gly, I may resign at any time and the at all. No Borough representative
I also understand that I may be requested and examination, psychological test, and	nived to pass a pre-employment drug d/or other tests relevant to the posit: Tety, public works, and access to con	ion I seek. I also understand that
Applicant Signature:		Date:

Form W-4 (2004)

Purpose. Complete Form W-4 so that your employer can withhold the correct Federal income tax from your pay. Because your tax attration may change, you may want to refigure your withholding each year.

Exemption from withholding. If you are exempt, complete only lines 1, 2, 3, 4, and 7 and sign the form to validate it. Your exemption for 2004 expires February 16, 2005. See Pub. 505, Tax Withholding and Estimated Tax.

Note: You cannot claim exemption from withholding ff. (a) your income exceeds \$800 and includes more than \$250 of unearned income (e.g., interest and dividends) and (b) another person can claim you as a dependent on their tax return.

Basic instructions, if you are not exempt, complete the Personal Atlowances Worksheet below. The worksheets on page 2 adjust your withholding allowances based on Itemized deductions, certain credits, adjustments to income, or two-earner/two-job situations. Complete all worksheets that apply. However, you may claim fewer (or zero) allowances.

Head of household. Generally, you may claim head of household filing status on your tax return only if you are unmarted and pay more than 50% of the costs of keeping up a home for yourself and your dependentis) or other qualifying individuals. See line E below.

Tax credits. You can take projected tax credits into account in figuring your allowable number of withholding allowances. Credits for child or dependent care expenses and the child tax credit may be olaimed using the Personal Allowances Worksheet below. See Pub. 919, How Do I Adjust My Tax Withholding? for information on converting your other credits into withholding allowances.

Nonwage income. If you have a large amount of horiwage income, such as interest or dividends, consider making estimated tax payments using Form 1940-ES, Estimated Tax for individuals. Otherwise, you may owe additional tax.

Two eatmers/two jobs, it you have a working spouse or more than one job, figure the total number of allowances you are entitled to claim on all jobs using worksheets from only one Form W-4. Your withholding usually will be most accurate when all allowances are claimed on the Form W-4 for the highest paying job and zero allowances are claimed on the others.

Nonresident alien, If you are a nonresident alien, see the Instructions for Form 8233 before completing this Form W-4.

Check your withholding. After your Form W-4 takes affect, use Pub. 919 to see how the dollar amount you are having withheld compares to your projected total tax for 2004. See Pub. 919, especially if your earnings exceed \$125,000 (Single) or \$175,000 (Married).

Recent mame change? If your name on line 1

Recent name change? If your name on line 1 differs from that shown on your social security card, call 1-800-772-1213 to initiate a name change and obtain a social security card showing your correct name.

	Pers	onal Allowances Workshe	et (Keep for vour	records.)		
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В	Enter "1" if: \ • You are married, have o		ouse does not v	vork or	ļ	В
u	Your wages from a secon				O or less.	
_						e or
C	more than one job. (Entering "-D-" may hel					
D	Enter number of dependents (other than y	pur spouse or vourself) v	ou will claim on	your tax return		. D
E	Enter "1" if you will file as head of househ) , E
F	Enter "1" if you have at least \$1,500 of chi					
•	(Note: Do not include child support payme					
G	Child Tax Credit (including additional child	i tax credit):				
	• If your total income will be less than \$52	2,000 (\$77,000 if married)	, enter "2" for e	ach eligible child	•	
	• If your total income will be between \$52,		0 and \$119,000	If married), enter	"1" for each elig	
	child plus "1" additional if you have four o					G
H	Add lines A through G and enter total here. Note:	This may be different from th	e number of exem	offons you claim on	your tax return.	→ H
	For accuracy, • If you plan to itemize of and Adjustments Wor		income and wa	eur to Leance Aoni	withholding, se	e the peductions
	COMPlete all	ne job or are married and)	you and your spo	use both work and	i the combined a	amings from all jobs
	WO ASTRONS except \$35,000 (\$25,000)	If married) see the Two-Ear	ner/Two-Job Wo	rksheet on page 2	to avoid having t	oo little tax withheld.
	that apply. • If neither of the above					
	• If neither of the above		nere and enter th	ne number from li	ne H on line 5 o	
	• If neither of the above	situations applies, stop it form W-4 to your employ	ere and enter it er. Keep the to	ne number from il p part for your re	ne H on line 5 o	
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EMPLOYMENT ELIGIBILITY VERIFICATION (Form I-9)

EMPLOYEE IN		First		Middle		Birth Name	
	came and Number	City		State		ZIP Code	
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	Signature			Ngme (Prin	icor (ype)		
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