



2024 Employment Application

Beach Department
Borough of Spring Lake
423 Warren Ave
Spring Lake, NJ 07762

Date Submitted: _____ (due by March 1, 2024)

Applicant Information (please completed all areas):

Name (Last) _____ (First) _____

Address: _____

City/Town: _____ State: _____ Zip: _____

Phone (cell): _____ (home): _____

Email Address: _____

Have you ever applied to the Borough before? Yes ____ No ____ If yes, give date: _____

Have you ever been employed by the Borough? Yes ____ No ____ If yes, give date: _____

Position(s): _____

Have you ever plead guilty or been found guilty of a crime, disorderly persons offense, or a municipal ordinance involving moral turpitude? Yes _____ No _____

Are you legally eligible to work in the United States of America? Yes _____ No _____

Pursuant to Federal Law, proof of US Citizenship or immigration status will be required if you are hired.

Work Availability: *YOU MUST BE ABLE TO WORK AT LEAST ONE REGULAR WEEKEND DAY AND DURING THE HOLIDAY WEEKENDS*

_____ Full Time: Approx. 30 hours a week / 4-5 days including one weekend day

_____ Part Time: Approx. 15-18 hours a week / 2-3 days including one weekend day

Actual Date you can begin work: _____ Actual Date you must stop work: _____

Days of the Week that you are **UNAVAILABLE** to work: _____

Position Applying For: (circle any of interest)

- **Badge Checker:** responsible for checking individuals for appropriate badges and effectively communicating town rules regarding beach.
- **Badge Distributor:** responsible for sales and redemption of daily wristbands, assisting with online purchasing for appropriate badges.
- **Pool Checker:** responsible for checking individuals for appropriate badges and effectively communicating rules of the pools. *These shifts can begin as early as 7AM and go as late as 8:15PM.
- **Office Clerk:** responsible for seasonal badge sales and distribution, communicating and/or directing patrons to pertinent information regarding beaches and pools.

Employment History: This section must be completed even if you attach a resume. Beginning with the most recent, list your last four employers. Explain any gaps in employment in the space on this form marked comments.

Are you currently employed? Yes ____ No____ If so, may we contact your current employer? Yes ____ No_____

Employer:	Date Started:	Work Performed/Responsibilities:
Address:	Date Left:	
	Starting Salary:	
Job Title:	Final Salary:	
Reason for Leaving:		
Supervisor's name & phone number:		
May we contact for a reference? Yes No		
Employer:	Date Started:	Work Performed/Responsibilities:
Address:	Date Left:	
	Starting Salary:	
Job Title:	Final Salary:	
Reason for Leaving:		
Supervisor's name & phone number:		
May we contact for a reference? Yes No		
Employer:	Date Started:	Work Performed/Responsibilities:
Address:	Date Left:	
	Starting Salary:	
Job Title:	Final Salary:	
Reason for Leaving:		
Supervisor's name & phone number:		
May we contact for a reference? Yes No		

Employer:	Date Started:	Work Performed/Responsibilities:
Address:	Date Left:	
	Starting Salary:	
Job Title:	Final Salary:	
Reason for Leaving:		
Supervisor's name & phone number:		
May we contact for a reference? Yes No		

Education: Provide information on your formal schooling and education. Include elementary, secondary, and post-secondary education, if any. Include any formal vocational or professional education. For high school and post-secondary education, indicate any major or specialty, such as academic business or trade.

School (List Names of each)	Years Completed (Circle)	Graduated (Circle)	Course of Study/Major Field
Elementary School	5 6 7 8	Yes No	N/A
High School	1 2 3 4	Yes No	
College	1 2 3 4	Yes No	
Other	1 2 3 4	Yes No	

References: Provide the names, addresses and phone numbers of three people whom we may contact as a reference. They should **not** be relatives.

Name, Title, and Address	Phone Number & E-mail address	Years Known

Special Skills & Experience: State any special skills, experience, training, licenses, certifications or other factors that make you especially qualified for the position for which you are applying.

Extracurricular Activities: (Sports, Other Jobs, Volunteering, etc.)

Comments & Additional Information:

Understandings and Agreements:

As an applicant for a position with the Borough of Spring Lake, I understand and agree that I must provide truthful and accurate information in this application. I understand that my application may be rejected if any information is not complete, true, and accurate. If hired, I understand that I may be separated from employment if the Borough later discovers that information on this form was incomplete, untrue, or inaccurate. I give the Borough of Spring Lake the right to investigate the information I have provided, talk with former employers (except where I have indicated they may not be contacted). I give the Borough the right to secure additional job-related information about me. I release the Borough of Spring Lake and its representatives from all liability for seeking such information. I understand that the Borough of Spring Lake is an equal-opportunity employer and does not discriminate in its hiring practices. I understand that the Borough will make reasonable accommodations as required by the American with Disabilities Act. I understand that if employed, I may resign at any time and that the Borough may terminate me at any time in accordance with its established policies and procedures. No representatives of the Borough may make any assurances to the contrary. I understand that any offer of employment may be subject to job-related medical, physical, drug, or psychological tests. I also understand that some positions may involve complete background and criminal checks.

Applicant's Signature: _____

Date: _____

Conditions of Employment:

For your application to be considered, you must sign and date below.

ALL EMPLOYEE CANDIDATES: THIS COMPLETED EMPLOYMENT APPLICATION MUST BE RECEIVED BY **MARCH 1, 2024**, IN ORDER FOR YOU TO BE CONSIDERED FOR EMPLOYMENT FOR THE 2023 SEASON. For Spring Lake Beach Department, you will be notified about a decision before May 1, 2023.

PLEASE NOTE:

All Candidates, please complete & email application before **March 1, 2024**, to:

slbeachdept@springlakeboro.org

or via Mail:

ATTN: Beach Manager
Borough of Spring Lake Beach Department
PO Box 638
Spring Lake, NJ 07762

Applicant's Signature: _____

Date: _____