

EAST HANOVER TOWNSHIP
8848 Jonestown Road
Grantville, PA 17028

Application for CDL Employment

Employer _____
Street Address _____
City, State, Zip _____

Attach extra sheets if more space is needed for any of the following answers.

Print Applicant's Name _____			
Current Address _____			
(street)	(city)	(state)	(zip)
Date of Birth _____		Social Security Number _____	
<u>Address for past three years:</u>			
Address _____			
(street)	(city)	(state)	(zip)
Address _____			
(street)	(city)	(state)	(zip)

List of all Valid Commercial Motor Vehicle Licenses and/or Permits		
Issuing State	License Number	Expiration Date

Nature and Extent of Driving Experience			
Type of equipment	Date from:	Date to:	Total miles driven:

Accident Record for past 3 years			
Date of accident	Nature of accident	# fatalities	# injuries

Traffic Convictions (other than parking) and Bond Forfeitures in the past 3 years			
Location	Date	Charge	Penalty

RELEASE OF INFORMATION AGREEMENT & AUTHORIZATION

TO WHOM IT MAY CONCERN: I am an applicant for a position with East Hanover Township. The Township needs to thoroughly investigate my employment background and personal history to evaluate my qualifications to hold the position for which I applied. It is in the public’s best interest that all relevant information concerning my personal and employment history be disclosed to the Township.

I hereby authorize any representative of East Hanover Township bearing this release to obtain any information in your files pertaining to my employment records and I hereby direct you to release such information upon request of the bearer. I do hereby authorize a review of and full disclosure of all records, or any part thereof, concerning myself, by and to any duly authorized agent of East Hanover Township, whether said records are of public, private, or confidential nature. The intent of this authorization is to give my consent for full and complete disclosure.

I consent to your release of any and all public and private information that you may have concerning me, my work record, my background and reputation, my military service records, educational records, my financial status, my criminal history record, including any arrest records, any information contained in investigatory files, efficiency ratings, complaints or grievances filed by or against me, the records or recollections of attorneys at law, or other counsel, whether representing me or another person in any case, either criminal or civil, in which I presently have, or have had an interest, attendance records, polygraph examinations, and any internal affairs investigations and discipline, including any files which are deemed to be confidential and/or sealed.

I hereby release you, your organization, and all others from liability or damages that may result from furnishing the information requested, including any liability or damage pursuant to any state or federal laws. I hereby release you as custodian of such records of your organization, including its officers, employees, or related personnel, both individually and collectively, from all and any liability for damages of whatever kind, which may at any time result to me, my heirs, family, or associates because of compliance with this authorization and request to release information, or any attempt to comply with it. I direct you to release such information upon request of the duly accredited representative of East Hanover Township regardless of any agreement I may have made with you previously to the contrary.

For and in consideration of East Hanover Township’s acceptance and processing of my application for employment, I agree to hold the Township of East Hanover, its agents and employees harmless from any and all claims and liability associated with my application for employment or in any way connected with the decision whether or not to employ me with East Hanover Township. I understand that should information of a serious criminal nature surface as a result of this investigation, such information may be turned over to the proper authorities.

I understand my rights under Title 5, United States Code, Section 522a, the Privacy Act of 1974, with regard to access and to disclosure of records, and I waive those rights with the understanding that information furnished will be used by East Hanover Township in conjunction with employment procedures.

A photocopy or FAX of this release form will be valid as an original thereof, even though the said photocopy or FAX does not contain an original writing of my signature.

This waiver is valid for a period of ONE (1) YEAR from the date of my signature.

Should there be any questions as to the validity of this release, you may contact me at the address listed on this form. I agree to indemnify and hold harmless the person to whom this request is presented and his/her agents and employees, from and against all claims, damages, losses and expense, including reasonable attorney’s fees, arising out of or by reason of complying with this request.

SIGNATURE _____

DATE _____

NOTE: THIS FORM MUST BE NOTARIZED!!

SWORN TO AND SUBSCRIBED

BEFORE ME THIS ____ DAY OF

_____, _____

NOTARY PUBLIC

Operating privileges

Have you ever been denied a license, permit, or privilege to operate a motor vehicle? Yes ___ No ___
Has any license, permit, or privilege ever been suspend or revoked? Yes ___ No ___

If any answer is "Yes", attached a statement giving details

Employment Record for Past 10 Years

Last Employer _____

Street Address _____

City, State, Zip _____ From: _____ To: _____

Reason for leaving _____

Were you subject to the Federal Motor Carrier Safety Regulations while employed by this employer?

Yes ___ No ___

Was this job designated as a safety sensitive function in any DOT regulated mode subject to alcohol and controlled substances testing requirements as required by 49 CFR part 40?

Yes ___ No ___

2nd Last Employer _____

Street Address _____

City, State, Zip _____ From: _____ To: _____

Reason for leaving _____

Were you subject to the Federal Motor Carrier Safety Regulations while employed by this employer?

Yes ___ No ___

Was this job designated as a safety sensitive function in any DOT regulated mode subject to alcohol and controlled substances testing requirements as required by 49 CFR Part 40?

Yes ___ No ___

3rd Last Employer _____

Street Address _____

City, State, Zip _____ From: _____ To: _____

Reason for leaving _____

Were you subject to the Federal Motor Carrier Safety Regulations while employed by this employer?

Yes ___ No ___

Was this job designated as a safety sensitive function in any DOT regulated mode subject to alcohol and controlled substances testing requirements as required by 49 CFR Part 40?

Yes ___ No ___

TO BE READ AND SIGNED BY APPLICANT

By signing below, I certify that this application was completed by me, and that all entries on it and information in it are true and complete to the best of my knowledge.

Applicant's signature

Today's Date

NOTE: This employer may require an applicant to provide additional information than is required by the Federal Motor Carrier Safety Regulations. The employment history information provided above may be used by East Hanover Township, and your previous employers will be contacted, for the purpose of investigating your safety performance history information as required by 49 CFR § 391.23(d) and (e). You have the following rights regarding the employment history investigative information that will be provided to East Hanover Township:

- (1) The right to review information provided by previous employers;
- (2) The right to have errors in the information corrected by the previous employer and for that previous employer to re-send the corrected information to the prospective employer; and
- (3) The right to have a rebuttal statement attached to the alleged erroneous information, if the previous employer and the driver cannot agree on the accuracy of the information.

Drivers who have previous Department of Transportation regulated employment history in the preceding three years, and wish to review previous employer-provided investigative information must submit a written request to East Hanover Township, which may be done at any time, including when applying, or as late as thirty (30) days after being employed or being notified of denial of employment. East Hanover Township will provide this information to the applicant within five (5) business days of receiving the written request. For more information, please refer to 49 CFR Part 391.