

**LABORER/ROAD CREW  
BEAR CREEK TOWNSHIP**

Seeking qualified candidates for a laborer position within the Township's Road Department. This is a full-time year-round position with benefits. This position includes the maintenance of Township roads, parks, buildings and equipment. A more detailed job description is available on the Township's website at: [www.bearcreektownship.org](http://www.bearcreektownship.org)

The successful candidate must have a valid Pennsylvania drivers license and possess or be able to qualify for a CDL drivers license within 90 days of employment. As part of the hiring process, the successful candidate must be able to pass a drug test as well as obtain a state and/or federal criminal background check acceptable to the Township. Bear Creek Township is an Equal Opportunity Employer. Interested candidates can apply at:

**Bear Creek Township Municipal Building  
3333 Bear Creek Boulevard  
Bear Creek Twp., PA 18702**

Monday-Friday 8:00 AM-4:00 PM

Applications must be received by September 25, 2021

**Bear Creek Township is seeking qualified candidates for a laborer position within the Township's Road Department. This is a full-time year-round position with benefits.**

**The position requires operation of Township owned vehicles, such as pick-up trucks, backhoe, street sweeper, salt spreaders, snow plows, etc. as required. The operation of power tools and equipment, such as mowers, chain saws, air compressors, etc. when required, is also necessary. The candidate will be required to inspect and repair equipment, minor repairs to township roads, curbs, and sidewalks, and to Township owned parks, buildings and other facilities.**

**The successful candidate will mow grass, plant and/or prune trees, flowers and hedges. There is a requirement to maintain the municipal buildings, clean the DPW garage and park facilities, as well as clean up litter and empty trash cans. Maintenance of stormwater drains, ditches and culverts along with conducting routine maintenance procedures is required. Sweeping and clean-up of debris and materials from roads will be required as well as snow and ice removal, including manual shoveling of snow. Conducting other job-related duties as needed.**

**A valid Pennsylvania driver's license is required. The successful candidate must possess or be able to qualify for a CDL driver's license within 90 days of employment. As part of the hiring process, the successful candidate must be able to pass a drug test as well as obtain a state and/or federal criminal background check acceptable to the Township. The candidate will be required to perform heavy manual labor, including lifting heavy objects and working in all types of weather conditions. Safety procedures and practices are required to be followed, as well as wearing safety equipment. A good working relationship with co-workers and the general public is a necessity, along with the ability to work independently. The candidate must be able to be called out for emergencies such as snowfall, floods, downed trees, and must be knowledgeable in a variety of semi- skilled and skilled maintenance tasks.**

**Bear Creek Township is an Equal Opportunity Employer. Interested candidates can apply at the Bear Creek Township Municipal Building during regular business hours at 3333 Bear Creek Boulevard in Bear Creek Township. Interested candidates should submit an Employment Application and cover letter. Applications must be received by September 24, 2021.**

# Application for Employment PRE-EMPLOYMENT QUESTIONNAIRE EQUAL OPPORTUNITY EMPLOYER

## Personal Information

DATE \_\_\_\_\_

NAME (LAST NAME FIRST)		SOCIAL SECURITY NO.	
PRESENT ADDRESS	CITY	STATE	ZIP CODE
PERMANENT ADDRESS	CITY	STATE	ZIP CODE
PHONE NO.	SECONDARY PHONE NO.	REFERRED BY	

## Employment Desired

POSITION	DATE YOU CAN START	SALARY DESIRED
ARE YOU EMPLOYED NOW? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF SO, MAY WE INQUIRE OF YOUR PRESENT EMPLOYER? <input type="checkbox"/> YES <input type="checkbox"/> NO	
EVER APPLIED TO THIS COMPANY BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO	WHERE	WHEN

## Education History

	NAME & LOCATION OF SCHOOL	YEARS ATTENDED	DID YOU GRADUATE	SUBJECTS STUDIED
HIGH SCHOOL				
COLLEGE				
TRADE, BUSINESS, OR CORRESPONDENCE SCHOOL				

## General Information

SUBJECT OF SPECIAL STUDY/RESEARCH WORK	
SPECIAL TRAINING	
SPECIAL SKILLS	
U.S. MILITARY OR NAVAL SERVICE	RANK

## Former Employers (LIST BELOW LAST FOUR EMPLOYERS, STARTING WITH LAST ONE FIRST)

DATE MONTH AND YEAR	NAME & ADDRESS OF EMPLOYER	SALARY	POSITION	REASON FOR LEAVING
FROM				
TO				
FROM				
TO				
FROM				
TO				
FROM				
TO				

**References** (GIVE BELOW THE NAMES OF THREE PERSONS NOT RELATED TO YOU, WHOM YOU HAVE KNOWN AT LEAST ONE YEAR.)

NAME	ADDRESS	BUSINESS	YEARS KNOWN

**Authorization**

"I certify that the facts contained in this application are true and complete to the best of my knowledge and understand that, if employed, falsified statements on this application shall be grounds for dismissal.

I authorize investigation of all statements contained herein and the references and employers listed above to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release the company from all liability for any damage that may result from utilization of such information.

I also understand and agree that no representative of the company has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing, unless it is in writing and signed by an authorized company representative.

This waiver does not permit the release or use of disability-related or medical information in a manner prohibited by the Americans with Disabilities Act (ADA) and other relevant federal and state laws.

I understand that a consumer credit report or criminal records check may be necessary prior to my employment. If such reports are required, I understand that, in compliance with federal law, the company will provide me with a written notice regarding the use of these reports and will also obtain a separate written authorization from me to consent to these reports. I also understand that a poor credit history or conviction will not automatically result in disqualification from employment."

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**Do Not Write Below This Line**

DATE \_\_\_\_\_ INTERVIEWED BY \_\_\_\_\_

**Remarks**

NEATNESS			CHARACTER	
PERSONALITY			ABILITY	
HIRED	FOR DEPT.	POSITION	WILL REPORT	SALARY WAGES

APPROVED:

EMPLOYMENT MANAGER \_\_\_\_\_ DEPARTMENT HEAD \_\_\_\_\_ GENERAL MANAGER \_\_\_\_\_

This application for employment is sold only for general use throughout the United States. TOPS assumes no responsibility and hereby disclaims any liability for the inclusion in this form of any questions or requests for information upon which a violation of local, state, and/or federal law may be based. It is the user's responsibility to ensure that this form's use complies with applicable laws, which change from time to time.