



**BOROUGH of ROSELAND**  
**PART TIME SEASONAL**  
**2017 BACKGROUND CHECK CONSENT FORM**

**BACKGROUND CHECK REQUEST FORM**

The Borough of Roseland requires all employees, volunteers and vendors providing activities and programs involving children 18 years of age or less to be vetted. As per Ordinance of the Borough of Roseland as an applicant/volunteer for any position you understand that a Background Check will be conducted.

\_\_\_\_\_  
Applicant/Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature (if applicant is under 18)

**APPLICANT/EMPLOYEE INFORMATION (PLEASE PRINT)**

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
MIDDLE NAME

\_\_\_\_\_  
MAIDEN NAME OR ALIAS (IF APPLICABLE)

\_\_\_\_\_  
PLACE OF BIRTH

\_\_\_\_\_  
DATE OF BIRTH

CURRENT AND FORMER ADDRESSES:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Office Use Return to Payroll:**

Indenco Appointment Date: \_\_\_\_\_

Minor Appointment Date: \_\_\_\_\_

Approved \_\_\_\_\_

Denied \_\_\_\_\_

**BOROUGH of ROSELAND**  
**PART TIME SEASONAL**  
**2017 EMPLOYMENT APPLICATION**

**SEASONAL EMPLOYEE**  
**EMPLOYMENT APPLICATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

School Currently Attending: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Position Applying for: \_\_\_\_\_

Have you ever worked for the Borough of Roseland? \_\_\_\_\_

Position Held \_\_\_\_\_ Years(s) \_\_\_\_\_

I \_\_\_\_\_ (your signature) understand that I MUST work the entire season of the position I accept and will adhere to the Borough's policies and procedures and the code of conduct.

Explain why you are applying for this position and what you could offer to the Department (**For First Time Applicants**)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicants previously employed by the Borough of Roseland and recommended for rehire by their supervisor are not required to have an interview.

**ALL OTHER APPLICANTS WILL BE CALLED FOR AN INTERVIEW**

I have interviewed the applicant and am recommending for hire.

\_\_\_\_\_  
DEPARTMENT HEAD RECOMMENDATION                      DATE

