

**COMMONWEALTH OF MASSACHUSETTS
HUMAN RESOURCES DIVISION
ONE ASHBURTON PLACE, BOSTON, MA 02108**

APPLICATION FOR CITY OF SALEM LABOR SERVICE

Applicants must be at least 16 years of age at the time of filing application. **TYPE** or **PRINT** all answers on both sides of this form in **INK**, and file it by mail or in person at the above address. **(INCOMPLETE OR UNSIGNED APPLICATIONS WILL BE RETURNED.)** The name of an applicant will remain on the Labor Service register for the job titles for which he or she is registered for a period of not more than 5 years from the date of registration, subject to a renewal of registration as provided in Section 28, Chapter 31 of the General Laws, and subject to compliance with other applicable provisions of the civil service law and rules. **The labor service position titles including entrance requirements, if any, for which applicants may apply on this form are listed on the reverse side, together with instructions for indicating position selections.**

1. Name _____		2. Social Security No. _____	
2. Domicile Address _____			
3. Mailing Address _____		City/Town _____ Zip Code _____	
(if different) No. Street _____		City/Town _____ Zip Code _____	

4. Have you completed a course in a building, mechanical, maintenance or repair trade in a recognized trade, vocational or technical school or a recognized training program? If answer is "yes," complete the following:		
<u>Name of School or Program</u>	<u>Title of Course</u>	<u>Date of Course (Month/Date/Year)</u>
_____	_____	_____
	From: _____	To: _____
	From: _____	To: _____

5. Have you ever served in the United States' armed forces during wartime as defined by Clause 43, Section 7 of Chapter 4 and Section 1 of Chapter 31 of the Massachusetts General Laws? <input type="checkbox"/> Yes <input type="checkbox"/> No If "yes," Please attach a copy of form DD214.	
6. Are you the unmarried spouse or parent of a veteran who died from a service-connected disability incurred in wartime service? <input type="checkbox"/> Yes <input type="checkbox"/> No	

7. Employment History: List the complete names and addresses of your employers and the type of work performed for each during the past 10 years.			
<u>Dates Employed & Salary</u>	<u>Name & Address of Employer</u>	<u>Type of Work</u>	<u>Type of Equipment Operated or Repaired</u>
From: _____	_____	_____	_____
To: _____	_____	_____	_____
From: _____	_____	_____	_____
To: _____	_____	_____	_____
From: _____	_____	_____	_____
To: _____	_____	_____	_____

8. Response to the following is voluntary. Failure to provide the information requested will not adversely affect your application. (Circle one of each statement.)	
I am: Male	Female
I am: (2) White (3) Black (4) Hispanic (5) Asian (6) American Indian or Alaskan Native (7) Cape Verdean	
Work Options: <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Part-time <input type="checkbox"/> Intermittent <input type="checkbox"/> Full-time	

9. If you wish to apply for any of the following job titles in the **Labor Class** which do not require experience, check the block before each job title you select.

- | | | |
|---|--|---|
| <input type="checkbox"/> Animal Room Attendant | <input type="checkbox"/> Cleaner | <input type="checkbox"/> Grave Digger |
| <input type="checkbox"/> Apprentice Bindery Sewer | <input type="checkbox"/> Compositor – Apprentice | <input type="checkbox"/> Laborer |
| <input type="checkbox"/> Apprentice Bookbinder | <input type="checkbox"/> Custodial Worker | <input type="checkbox"/> Power Machine Operator |
| <input type="checkbox"/> Building Plans Storage Attendant | <input type="checkbox"/> Facility Attendant | <input type="checkbox"/> Pressman-Apprentice |
| <input type="checkbox"/> Cafeteria Helper | <input type="checkbox"/> Garage Attendant | |

10. If you wish to apply for any of the following job titles in the **Skilled Labor Class** which require 1 year of experience (unless otherwise specified) in related work within the 10 year period immediately prior to filing application, check the block for each job title you select.

- | | | |
|---|---|---|
| <input type="checkbox"/> Boiler Maintenance Man | <input type="checkbox"/> Hostler-care & grooming of horses, | <input type="checkbox"/> Office Appliance |
| <input type="checkbox"/> Building Maintenance Man | care of riding equipment & related work. | Maintenance Man |
| <input type="checkbox"/> Electrician Helper | <input type="checkbox"/> Maintenance Mechanic Helper-help any | <input type="checkbox"/> Park Keeper |
| <input type="checkbox"/> Heavy Motor Equipment Operator | of the Maint. Mech. positions in | <input type="checkbox"/> Tree Climber |
| -MA Class A or B Driver's License | No. 11 below | |
| & MA Dept. of Public Safety Hoisting | <input type="checkbox"/> Motor Equipment Maintenance Man | |
| License depending on the type of | <input type="checkbox"/> Motor Equipment Operator-MA Class C | |
| equipment to be operated. | Driver's License only | |

11. If you wish to apply for any of the following positions in the Mechanic and Craftsman Class which require 2 years' experience (unless otherwise specified) in related work within the 10 year period immediately to filing application, check the block for each job title you select.

- | | | |
|---|--|---|
| <input type="checkbox"/> Barber-License only | <input type="checkbox"/> Leather and Canvas Worker | <input type="checkbox"/> Maintenance Mechanic-Roofer |
| <input type="checkbox"/> Bookbinder | <input type="checkbox"/> Lineman | <input type="checkbox"/> Maintenance Mechanic- |
| <input type="checkbox"/> Bookbinder and Cutter | <input type="checkbox"/> Linotype Operator | Sheet Metal Worker |
| <input type="checkbox"/> Cable Splicer | <input type="checkbox"/> Maintenance Mechanic-Blacksmith | <input type="checkbox"/> Maintenance Mechanic- |
| <input type="checkbox"/> Carpenter & Ladder Maker | <input type="checkbox"/> Maintenance Mechanic-Carpenter | Steamfitter |
| <input type="checkbox"/> Compositor | <input type="checkbox"/> Maintenance Mechanic-Lighting | <input type="checkbox"/> Maintenance Mechanic-Welder |
| <input type="checkbox"/> Compositor Markup Man | Repair Service | <input type="checkbox"/> Monotype Caster Operator |
| <input type="checkbox"/> Cylinder Pressfeeder | <input type="checkbox"/> Maintenance Mechanic-Locksmith | <input type="checkbox"/> Motor Equipment Repairman |
| <input type="checkbox"/> Cylinder Pressman | <input type="checkbox"/> Maintenance Mechanic-Machinery | <input type="checkbox"/> Offset Compositor |
| <input type="checkbox"/> Diesel and Gasoline Engineer | Repair | <input type="checkbox"/> Parking Meter Operations Man |
| Repairman | <input type="checkbox"/> Maintenance Mechanic-Machinist | -Practical Test only |
| <input type="checkbox"/> Electrical Equipment | <input type="checkbox"/> Maintenance Mechanic-Mason | <input type="checkbox"/> Paver |
| Repairman | <input type="checkbox"/> Maintenance Mechanic-Millwright | <input type="checkbox"/> Radio Repairman |
| <input type="checkbox"/> Fire Alarm Batteryman | <input type="checkbox"/> Maintenance Mechanic-Oxygen & | <input type="checkbox"/> Traffic Signal Repairman- |
| <input type="checkbox"/> Fire Apparatus Repairman | vacuum system | Graduation from a recognized |
| practical test also | <input type="checkbox"/> Maintenance Mechanic-Painter | trade or vocational school of high |
| <input type="checkbox"/> Gardener | <input type="checkbox"/> Maintenance Mechanic-Plasterer | school level with a major in |
| <input type="checkbox"/> Greenhouse Gardener | <input type="checkbox"/> Maintenance Mechanic-Rigger | electrical practices may be |
| <input type="checkbox"/> Heavy Motor Equipment | (Rigger's license also) | substituted for the required |
| Repairman | | experience |

I declare that the information I have provided on this application is true, and I understand that falsification of any information is subject to the penalties for perjury.

DATE

APPLICANT'S SIGNATURE (USE INK, DO NOT PRINT)

WE ARE AN AFFIRMATIVE ACTION EQUAL OPPORTUNITY EMPLOYER