



Matawan Borough Recreation Department

201 Broad Street, Matawan, NJ 07747

732-566-3898, ext. 130

recreation@matawanborough.com

APPLICATION FOR EMPLOYMENT

Applicant Information:

Full Name: _____

Address: _____

Email Address: _____

Home Phone: _____ Cell Phone: _____

Social Security Number: _____ Date of Birth: _____

Name of High School or College: _____ Present Grade: _____

Position Desired: Counselor Junior Counselor Counselor in Training

If you are under 18 years of age, you can provide proof of eligibility to work/permit: Yes No

Have you applied to the Borough of Matawan before? Yes No If Yes, give date: _____

EMPLOYMENT HISTORY

This section must be completed. List your last 2 employers if applicable. Begin with the most recent.

Employer Name: _____ Date Started: _____ Date Left: _____

Job Title: _____

Job Responsibilities: _____

Supervisor's Name: _____ Phone Number: _____

May we contact this employer: Yes No

Employer Name: _____ Date Started: _____ Date Left: _____

Job Title: _____

Job Responsibilities: _____

Supervisor's Name: _____ Phone Number: _____

May we contact this employer: Yes No



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REFERENCES

Please note: References should NOT be relatives

Full Name: _____ Phone Number: _____ Years Known: _____

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UNDERSTANDING AND AGREEMENT

- I understand that I must be available to work **All 6 WEEKS**, Monday-Friday starting on Monday, June 30, 2025 through Friday, August 8, 2025. (No camp on 7/4/25). _____ (Initial) (Special Requests for a day off dependent upon Schedule)
- I will be available for the mandatory Camp Counselor Training on Thursday, June 12, 2025 from 4:30 pm – 8:00 pm. (Dinner will be provided) _____ (Initial)
- I understand that I will be issued (2) Recreation Camp tee shirts. These shirts are to be laundered and worn daily for the duration of camp. _____ (Initial)
- I understand that Matawan Borough Recreation Camp is a Cell Free Zone and while working I will refrain from using my personal cell phone. Walkie Talkies will be issued. _____ (Initial)
- I understand that a background check must be completed prior to start of Employment at my personal cost. _____ (Initial)

All information that I have provided in this application is truthful and accurate. I understand that in the event I am hired by the **Borough of Matawan**, my position is considered to be part-time, non-permanent and that position is seasonal/at-will. I also understand that the **Borough of Matawan** retains the right discharge me from my position at any time and without any reason provided to me.

By signing below, I have read and agree with above statement.

Applicant's Signature: _____ **Date:** _____

Under 18 years of age, Parent/Guardian consent is needed:

Parent/Guardian Signature: _____ **Date:** _____

Please NOTE: Applicants 18 years of age or older must successfully complete a comprehensive background check prior to employment.

Please send completed application to: Borough of Matawan, Recreation Department, 201 Broad Street, Matawan, NJ 07747 or drop off in person. If delivering in person, please bring to Window #1. Borough Hall hours are M-F 8:30 am – 4:30 pm.

All applications must be received by Wednesday, April 16, 2025.