



APPLICATION FOR EMPLOYMENT
BERGEN COUNTY
DEPARTMENT OF ADMINISTRATION AND FINANCE
DIVISION OF PERSONNEL
One Bergen County Plaza • Room 321
Hackensack, New Jersey 07601-7076

PERSONAL: (please print clearly)

Last NAME Reiner Jr.	First Gerald	Middle Initial T	Social Security Number _____	Telephone Number _____
Number and Street ADDRESS _____		City North Bergen	State NJ	Zip Code 07047
New Jersey Driver's License ☐ YES ☐ NO			Are you in the U.S. on a visa that prohibits you from working? ☐ YES ☒ NO	
Driver's License # _____			Years of residence in this State: 33 County: 33	
Person to notify in case of accident or emergency: Name: Desiree Ramos Reiner Phone Number: _____				
Address: _____ North Bergen NJ 07047			Relationship to you: Spouse	
Military Service - Have you been in U.S. Military Service? ☐ YES ☒ NO			If YES, describe duties while on active duty:	
Honorably Discharged? ☐ YES ☐ NO				

POSITION

Job applied for:		When can you start? 09/14/2015 (Two Weeks Notice)
Can you work any assigned shift? ☒ YES ☐ NO	Are you available weekends? ☒ YES ☐ NO	Holidays? ☒ YES ☐ NO
Please list any languages other than English which you speak, read, or write. Spanish (Limited Reading Ability)	List and describe any internships, licenses, certifications or registrations connected with your profession or trade. (Give name of state in which license, certification or registration is held.) NJ DCA DLGS Qualified Purchasing Agent Certificate # Q-1632 NJ DCA DLGS Certified County Purchasing Official Certificate # 47	

Machines operated and/or special skills (including steno, software programs):

Microsoft Office Suite, Civic Plus, Edmunds, Tenmast, Adobe Acrobat Pro, and Adobe Designer

Typing? ☒ YES WPM: _____

Have you any previous New Jersey State, County, or Municipal employment?

☒ YES	☒ Permanent	Employer County of Passaic, Division of Purchasing	Date 01/2014- Present
☐ NO	☐ Temporary	Department County of Passaic, Division of Purchasing	Job Title Asst. Purch Agent

BACKGROUND DATA - COMPLETION OF THIS SECTION IS OPTIONAL

This part is to be used only for complying with EEOC Guidelines and the NJ State Affirmative Action Program.	Date of Birth 10/20/1981	Sex: ☒ Male ☐ Female	Education (Circle the number showing the highest level of school you have completed): Grammar or High School: 06 07 08 09 10 11 12 Some College: 0 Associate 0 Bachelor Some Post Graduate: 0 Masters 0 Doctorate Name of College or University: Thomas Edison State College
	Check the group you are a member of: ☐ Black ☒ White ☐ Hispanic ☐ Asian/Pacific Islander ☐ American Indian/Alaskan Native ☐ Other		

WORK EXPERIENCE (List most recent employer first)

Present or last employer: County of Passaic	Street Address: 401 Grand Street	Supervisor's Name: Michael Marinello
Time Employed: 01/2014 to 01/2014 Mo./Yr. to Mo./Yr.	City Paterson State NJ Zip 07205	Phone Number: 973-247-3301
Your Duties: Assistant Purchasing Agent		Starting Salary: 55,000
Reason for Leaving: New Opportunity		Final Salary: 56,160
Previous employer: Housing Authority of Bergen Co.	Street Address: One Bergen County Plaza, 2nd Floor	Supervisor's Name: Lynne Bartlett
Time Employed: 01/2013 to 01/2014 Mo./Yr. to Mo./Yr.	City Hackensack State NJ Zip 07601	Phone Number: 201-336-7600
Your Duties: Procurement Specialist		Starting Salary: 33,000
Reason for Leaving: New Opportunity		Final Salary: 35,000
Previous employer: CWA Local 1038	Street Address: 58 First Ave, Suite 202	Supervisor's Name: Kevin Tauro
Time Employed: 00/2012 to 08/2012 Mo./Yr. to Mo./Yr.	City Atlantic Highlands State NJ Zip 07716	Phone Number: 732-291-6014
Your Duties: Administrative and Communications Coordinator		Starting Salary: 42,000
Reason for Leaving: My term expired		Final Salary: 42,000
ADDITIONAL INFORMATION (Attach resume):		

How were you referred to Bergen County?

- ☐ Newspaper (give name): _____
 ☐ Walk-in
 ☐ Employee (give name): _____
 ☐ Other (indicate): _____

REFERENCES

Do not give relatives or former employers as references.		☐ Check here if you do not want us to contact PRESENT EMPLOYER.		
Name	Address	Telephone	Business or Occupation	Known how long?
Daniel Zwillenberg		_____	Asst. County Counsel	8 Years
MaryLou Stanton		_____	Retired Purch Agent	3 Years
Daniel Ortega		_____	IUOE ELEC	11 Years
Give name of any relative working for Bergen County.		In what department do they work?		

COUNTY OF BERGEN, HACKENSACK, NJ 07601-7076

AGREEMENT

I CERTIFY that answers given herein are true and complete to the best of my knowledge. In the event of my employment, I understand that false or misleading information given in my application or interview(s) may result in discharge.

I UNDERSTAND that as a condition of employment, I may be required to pass the County's employment physical and any future physical examinations required by the County.

I HEREBY AUTHORIZE the County of Bergen to contact my former employers, and/or other reference sources, as part of the evaluation of my application for employment, and I hereby release such reference sources from any liability for the consequences of information which they may release to the County of Bergen.

I UNDERSTAND that this application is not and is not intended to be a contract of employment.

I ALSO AGREE, upon termination of employment, to return any County property issued to me, or to allow reasonable value of same to be deducted from my wages or to pay the replacement cost of same to the County before my final check will be released to me.

Date of Application: _____ Signature of Applicant: _____

Federal law prohibits discrimination in employment because of race, color, religion, age, gender, disability, marital or veteran status, sexual orientation, or national origin. In compliance with these laws, Bergen County has enacted an Affirmative Action Program.