



# TOWN OF MEDWAY

155 Village Street  
Medway, MA 02053

## Seasonal **Return** Hire – Check list

Work Permit if under age 18 – available at employee’s school	
CORI Authorization Form if age 18 or over <b>WITH</b> Driver’s License copy	
Seasonal Return Form – Forms linked below if changes are needed	
Seasonal Certification Form	
Town Policy Acknowledgement	

Forms: <https://medwayma.gov/departments/human-resources/employee-forms> (seasonal)

Forms are to be returned to Human Resources at Town Hall by appointment only. Please contact HR Manager, Joyce Sheehan for an appointment after your checklist is **complete**.

[Jsheehan@medwayma.gov](mailto:Jsheehan@medwayma.gov)

508-321-4943

Office hours: M 8-5, T 8-4, W 8-4, Th 8-4, F 8-12