



APPLICATION FOR EMPLOYMENT

The Town of Monkton is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, and veteran or disability status.

(Please Print or type responses)

Position(s) Applied For		Date of Application	
Last Name	First Name	Middle Name/Initial	
Address	City	State	Zip code
Email Address		Preferred Contact Number	

If an offer of employment is made, can you submit proof that you are permitted to work in the U.S. under federal law? ☐ Yes ☐ No

(Note: If you are hired, you must furnish valid documentation that you are legally entitled to work in the U.S.)

Type of work desired: _____

Other Positions for which you believe you may be qualified _____

Date Available _____

Are you available to work: ☐ Full Time ☐ Part Time ☐ Temporary ☐ Shift Work

If you are applying for a job that may involve driving a municipal vehicle, please answer the following:

Do you possess a valid Vermont Driver's License ☐ Yes ☐ No

If Yes, License Number: _____

License Type (CDL or Operators): _____

Expiration Date: _____

Employment Experience

Start with your present or last job.

From	To	Employer	Telephone #
Starting Job Title	Ending Job Title	Address	
Name of Supervisor	Summarize the nature of work performed and job responsibilities		
May we contact for reference?		Reason for Leaving	

From	To	Employer	Telephone #
Starting Job Title	Ending Job Title	Address	
Name of Supervisor	Summarize the nature of work performed and job responsibilities		
May we contact for reference?		Reason for Leaving	

From	To	Employer	Telephone #
Starting Job Title	Ending Job Title	Address	
Name of Supervisor	Summarize the nature of work performed and job responsibilities		
May we contact for reference?		Reason for Leaving	

Education

High School, Trade, Business School or College Attended	Number of Years/Grades Completed	Degrees Earned or Expected	Major Courses of Study

MILITARY INFORMATION

Are you a veteran of the U.S. military service? ☐ Yes ☐ No

If so, indicate branch _____ Dates _____


Military training and experience relevant to job applied for: _____

Other Skills/Training. Describe your skills, experience, certifications or other training that are relevant to the job sought (including membership in any trade organizations or professional societies).

PROFESSIONAL REFERENCES (Include name; phone number/email address; title/employer.)

ANY ADDITIONAL INFORMATION

Is a resume attached? ☐ Yes ☐ No



CERTIFICATION BY APPLICANT (Read carefully before signing.) All information provided by me is true and correct to the best of my knowledge. I understand omissions or misrepresentations may be cause for rejection or, if employed, may be just cause for dismissal. I hereby authorize any former employer, person, firm, corporation or educational institution listed herein including this municipality to answer any and all questions and provide documents and agree to hold all persons harmless for giving any and all truthful information within their knowledge or records. I understand this is a preliminary application and not a contract to employ me. Furthermore, in the event I am hired, my employment shall be completely voluntary and may be terminated at will at any time for any non-discriminatory reason upon notice by either myself or the municipality. I agree to comply with all reasonable rules of the municipality as a condition of employment.

Applicant's Signature: _____ Date _____

Town of Monkton is an equal opportunity employer. It is the policy of this municipality to provide equal employment opportunity to all applicants and employees without regard to race, color, religion, sex, national origin, ancestry, place of birth, age, marital status, pregnancy status, genetic information, physical or mental condition, HIV status, veteran status, sexual orientation, gender identity, or other category protected by state or federal law. No question is asked on this application or during the application process for the purpose of excluding any applicant due to the aforementioned protected categories or other category protected by state or federal law.