



# 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	

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**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.





