



# TOWN OF BERLIN, VERMONT

## Application for Employment

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Initial: \_\_\_\_\_

Street Address: \_\_\_\_\_  
City/State/Zip \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

If an offer of employment is made, can you submit proof that you are legally permitted to work in the United States?

Yes  No

(Please note that if you are hired to work, you will be required to furnish valid documentation that you are legally entitled to work in the United States prior to employment.)

Type of Work desired: \_\_\_\_\_

Date that you are available to begin work: \_\_\_\_\_

### Education History

High School, Trade, Business School or College Attended	No. of Yrs./Grades Completed	Degrees Earned	Major Course of Study	GPA/Major

Work History

Employer	Job Title/Description	Dates Employed	Why did you leave?

May we have your permission to contact current and/or former employers?

Yes  No

**Other Skills/Training:**

Please describe your skills, experience, certifications or other training that are relevant to the job sought. (Please include any memberships in trade organizations or professional societies.)

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**References:**

- 1. Name/Address, Telephone Number/ and relationship> (i.e. Former Supervisor, co-worker, personal reference)**

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- 2.**

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Job Application  
Town of Berlin, Vermont

3. \_\_\_\_\_  
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\_\_\_\_\_

Certificate of Applicant (Please read thoroughly before signing)

All information provided by me is true and correct to the best of my knowledge. I understand omissions or misrepresentation may be cause for rejection or, if employed, may be just cause for immediate dismissal. I hereby authorize any former employer, person, firm, corporation or educational institution listed hereon 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 that I am employed, 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: \_\_\_\_\_

The Town of Berlin is an equal opportunity employer. It is the policy of this municipality to provide equal employment opportunity to all applicants and employees with regard to race, color, religion, national origin, sex, sexual orientation, ancestry, place of birth, age, disability, HIV status or other status 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 race, color, religion, national origin, sex, sexual orientation, ancestry, place of birth, age, disability, HIV status or other protected status under state or federal law.