



PO Box 279 • 120 First Street, Swanton, Vermont 05488

Website: [www.swanton.net](http://www.swanton.net)

## Employment Application

(802) 868-3397 • Fax: 868-3930

### APPLICANT INFORMATION

|   |                              |                             |  |                              |                             |                  |      |  |  |
|---|------------------------------|-----------------------------|--|------------------------------|-----------------------------|------------------|------|--|--|
| Last Name                                 |                              |                             | First  |                              |                             | M.I.             | Date |  |  |
| Street Address                            |                              |                             |  |                              |                             | Apartment/Unit # |      |  |  |
| City                                      |                              |                             |  | State                        |                             |                  | ZIP  |  |  |
| Phone                                     |                              |                             |  | E-mail Address               |                             |                  |      |  |  |
| Date Available                            |                              |                             | Social Security No.                            |                              |                             | Desired Salary   |      |  |  |
| Position Applied for                      |                              |                             |  |                              |                             |                  |      |  |  |
| Are you a citizen of the United States?   | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If no, are you authorized to work in the U.S.? | YES <input type="checkbox"/> | NO <input type="checkbox"/> |                  |      |  |  |
| Are you over the age of 18?               | YES <input type="checkbox"/> | NO <input type="checkbox"/> |  |                              |                             |                  |      |  |  |
| Have you ever been convicted of a felony? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | If yes, explain                                |                              |                             |                  |      |  |  |

### EDUCATION

|             |    |                   |                              |                             |        |  |  |  |  |
|-------------|----|-------------------|------------------------------|-----------------------------|--------|--|--|--|--|
| High School |    |                   | Address                      |                             |        |  |  |  |  |
| From        | To | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree |  |  |  |  |
| College     |    |                   | Address                      |                             |        |  |  |  |  |
| From        | To | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree |  |  |  |  |
| Other       |    |                   | Address                      |                             |        |  |  |  |  |
| From        | To | Did you graduate? | YES <input type="checkbox"/> | NO <input type="checkbox"/> | Degree |  |  |  |  |

### REFERENCES

Please list three professional references.

|           |  |  |              |  |  |  |  |  |  |
|-----------|--|--|--------------|--|--|--|--|--|--|
| Full Name |  |  | Relationship |  |  |  |  |  |  |
| Company   |  |  | Phone        |  |  |  |  |  |  |
| Address   |  |  |              |  |  |  |  |  |  |
| Full Name |  |  | Relationship |  |  |  |  |  |  |
| Company   |  |  | Phone        |  |  |  |  |  |  |
| Address   |  |  |              |  |  |  |  |  |  |
| Full Name |  |  | Relationship |  |  |  |  |  |  |
| Company   |  |  | Phone        |  |  |  |  |  |  |
| Address   |  |  |              |  |  |  |  |  |  |

**PREVIOUS EMPLOYMENT**

|  |    |                    |  |
|--|----|--------------------|--|
| Company  |    | Phone              |  |
| Address  |    | Supervisor         |  |
| Job Title  |    |                    |  |
| Responsibilities   |    |                    |  |
| From   | To | Reason for Leaving |  |
| May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/> |    |                    |  |
| Company  |    | Phone              |  |
| Address  |    | Supervisor         |  |
| Job Title  |    |                    |  |
| Responsibilities   |    |                    |  |
| From   | To | Reason for Leaving |  |
| May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/> |    |                    |  |
| Company  |    | Phone              |  |
| Address  |    | Supervisor         |  |
| Job Title  |    |                    |  |
| Responsibilities   |    |                    |  |
| From   | To | Reason for Leaving |  |
| May we contact your previous supervisor for a reference?    YES <input type="checkbox"/> NO <input type="checkbox"/> |    |                    |  |

**MILITARY SERVICE**

|                                  |                   |    |
|----------------------------------|-------------------|----|
| Branch                           | From              | To |
| Rank at Discharge                | Type of Discharge |    |
| If other than honorable, explain |                   |    |

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

|           |      |
|-----------|------|
| Signature | Date |
|-----------|------|