Town of St Albans

7 Water St
St Albans, ME 04971
Office: (207) 938-4568
Fax: (207) 938-3413

Employment Application

Applicant Information

Full Name: _____ Date: _____
Last   *First*   *M.I.*

Address: _____
Street Address   *Apartment/Unit #*

_____
City   *State*   *ZIP Code*

Phone: _____ Email _____

Date Available: _____ Date of Birth: _____

Driver's License - State: _____ Class: _____ Number: _____

Position Applied for: _____

Are you eligible to work in the United States?   YES ☐   NO ☐

Have you ever worked for this company?   YES ☐   NO ☐   If yes, when? _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate?   YES ☐   NO ☐   Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate?   YES ☐   NO ☐   Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate?   YES ☐   NO ☐   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: _____   Starting Salary:**$**_____   Ending Salary:**$**_____

Responsibilities: _____

From: _____   To:_____   Reason for Leaving:_____

May we contact your previous supervisor for a reference?   YES ☐   NO ☐

Company: _____   Phone:_____

Address: _____   Supervisor:_____

Job Title: _____   Starting Salary:**$**_____   Ending Salary:**$**_____

Responsibilities: _____

From: _____   To:_____   Reason for Leaving:_____

May we contact your previous supervisor for a reference?   YES ☐   NO ☐

Company: _____   Phone:_____

Address: _____   Supervisor:_____

Job Title: _____   Starting Salary:**$**_____   Ending Salary:**$**_____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference?

YES ☐ NO ☐

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: _____