

Town of Easton

The Town of Easton is an Equal Opportunity/Affirmative Action employer. It is the Town's policy to employ, retain, promote, terminate, and otherwise treat any and all employees and job applicants on the basis of merit, qualifications and competence. This policy is applied without regard to any individual's sex, race, religion, national origin, pregnancy, age, marital status, physical or mental disability, or any other legally protected status.

Application For Employment

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, any other legally protected status.
(PLEASE PRINT)

Position(s) Applied For	Date of Application
How Did You Learn About Us?	
<input type="checkbox"/> Advertisement	<input type="checkbox"/> Friend
<input type="checkbox"/> Employment Agency	<input type="checkbox"/> Relative
<input type="checkbox"/> Walk-In	
<input type="checkbox"/> Other _____	

Last Name	First Name	Middle Name
Address	City	State
		Zip Code
Telephone Number(s)	Social Security Number	

Do you have any physical limitations for work such as lifting or any other type of physical exertion? Yes No

Do you currently have a Maine Drivers License? Yes No
If Yes, give number _____

Has your drivers license ever been revoked? Yes No
If Yes, give date _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status? Yes No
Proof of citizenship or immigration status will be required upon employment.

On what date would you be available for work? _____

Are you available to work: Full Time Part Time Temporary

Are you currently on "lay-off" status and subject to recall? Yes No

Can you travel if a job requires it? Yes No

Have you been convicted of a felony within the last 7 years? Yes No
Conviction will not necessarily disqualify an applicant from employment.

If Yes, please explain _____

Why did you leave your last employment? _____

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

Education

	Names and Address Of School	Course of Study	Years Completed	Diploma Degree
Elementary School				
High School				
Undergraduate College				
Graduate Professional				
Other (Specify)				

Describe any specialized training, apprenticeship, skills and extra-curricular activities.

Describe any job related training received in the United States military.

Other Qualifications

Summarize special job-related skills and qualifications acquired from employment or other experience.

Specialized Skills Check Skills/Equipment Operated

_____ Computer	_____ Fax	Production/Mobile Machinery (list):	Other (list):
_____ Microsoft Word	_____ Excel	_____	_____
_____ Calculator	_____ Typewriter	_____	_____
		_____	_____

State any additional information you feel may be helpful to us in considering your application.

References

1.	_____ (Name)	_____ ()
	_____ (Address)	Phone #
2.	_____ (Name)	_____ ()
	_____ (Address)	Phone #
3.	_____ (Name)	_____ ()
	_____ (Address)	Phone #

Applicant's Statement

I certify that answers given herein are true and complete to the best of my knowledge. I authorize the Town the ability to investigate all statements contained in this application for employment as may be necessary in arriving at an employment decision. This application for employment is active for the job vacancy currently being applied for.

However, the application is required to be kept on file for one year. During that time should another job vacancy be advertised that I am interested in I may either reapply or call the Manager's Office to have this application re-activated. I understand that this application will not be automatically re-activated for future openings.

In the event of employment, I understand that false and misleading information given in my application or interview(s) may result in discharge. I understand, also that I am required to abide by all rules and regulations of the Town.

Signature of Applicant

Date