



26 Kellogg Road, Essex Jct., Vt. 05452 | email to: employment@essexequipment.com

Application for Employment

Full Name: _____
Last First M.I.

Present Address: _____
No. Street City State Zip Code

Phone: _____ How many years have you lived at this address? _____

Previous Address: _____ How long did you live there? _____

Job(s) applied for: 1. _____ Rate of pay expected \$ _____ per _____
 2. _____ Rate of pay expected \$ _____ per _____

How did you learn of this job opening? _____

Do you want to work: Full-time or Part-time If part-time specify days and hours _____

Have you worked for us before? _____ If yes, when? _____

List any friends or relatives working for us: _____

If hired, on what date will you be available to start working? _____

If hired, do you have a reliable mean of transportation to get to work? YES NO If yes, describe _____

Do you have a valid Driver's License? YES NO If yes, license #: _____ State _____

Are any future trips planned that will interfere with employment? _____

Prior Work History (list in order, most recent or present employer first)

DATES		NAME AND ADDRESS OF EMPLOYER	SUPERVISOR'S NAME AND TITLE	REASON FOR LEAVING
FROM	TO			
Describe your duties in detail.				
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FROM	TO			
Describe your duties in detail.				

Personal References (excluding former employers and relatives)

Full Name: _____ Occupation: _____
Address: _____ Phone: _____

Full Name: _____ Occupation: _____
Address: _____ Phone: _____

Educational Background

Circle the highest year completed: 8 9 10 11 12 COLLEGE: 1 2 3 4 +

TYPE OF SCHOOL	NAME AND ADDRESS	HOW MANY YEARS ATTENDED	GRADUATED	COURSE OR MAJOR
HIGH SCHOOL				
COLLEGE				
BUSINESS OR TRADE				
OTHER				

Military Service Record

Have you ever served in the armed forces? YES NO If yes, what branch? _____

Dates of duty: From _____ To _____ Rank at discharge: _____
Month Year Month Year

What were your duties in the Service? (include special training and duty station): _____

Disclaimer and Signature

Please read carefully

I hereby certify that the facts set forth in the above employment application are true and complete. I understand that if employed, falsified statements on the application shall be considered sufficient cause for dismissal. You are hereby authorized to check my personal and employment references.

Signature: _____ Date: _____

Thank you for completing this application form and for your interest in employment with us. We would like to assure you that your opportunity for employment with this company will be based on your merit and on no other consideration. Essex Equipment is an equal opportunity employer.

Use the space below to summarize any additional information describing your skills and qualifications that you feel may be helpful in our decision process.