

Town of Palmyra

EMPLOYMENT APPLICATION

Application Information

Full name: _____ Date: _____
Last First M.I.

Address: _____ Phone: _____
Street address Apt/Unit #

_____ Email: _____
City State Zip Code

Date Available: _____ Dept: _____ Desired salary: \$ _____

Position applied for: _____

Are you legally eligible to work in the United States? Yes No

Are you at least 18 years of age? Yes No

Have you ever worked for this organization before? Yes No If yes, when? _____

Do you have a valid Maine Driver's License? Yes No If yes, explain? _____

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: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job title: _____ From: _____ To: _____
Responsibilities: _____
Reason for leaving: _____
May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job title: _____ From: _____ To: _____
Responsibilities: _____
Reason for leaving: _____
May we contact your previous supervisor for a reference? Yes No

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job title: _____ From: _____ To: _____
Responsibilities: _____
Reason for leaving: _____
May we contact your previous supervisor for a reference? Yes No

Special Skills

Please list any special skills, certifications, or licenses: _____

References

Please list three professional references.

Full name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____ Email: _____

Full name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____ Email: _____

Full name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____ Email: _____

Disclaimer and signature

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

Any false or misleading statements, including omissions, may be grounds for disqualification or revocation of any offer extended or immediate termination of employment.

Signature: _____ Date: _____

Please mail or bring your completed application to:

Palmyra Town Office
PO Box 6
Palmyra, ME 04965

Email - townoffice@palmyratown.org

